



## Item Overview

Item #: 15., File #: [21-0234], Version: 1

Meeting Date: 3/24/2021

**Consider Request to Extend Jurisdiction for UNC Police Department.****Staff:**

Christopher C. Blue, Executive Director of Community Safety

**Department:**

Police

**Overview:** This Resolution is to seek your approval on allowing the University's campus police department to have extended jurisdiction to off-campus sorority and fraternity houses.

**Recommendation(s):**

That the Council adopt the resolution authorizing the Town Manager to modify the Memorandum of Understanding between the Town and the UNC Police Department to extend the UNC Police Department's Jurisdiction to off-campus fraternity and sorority locations.

**Decision Points:**

- To allow UNC Campus police to have extended jurisdiction to Fraternity and Sorority properties identified in attached list.

**Background**

In the attached letter dated December 21, 2020, Chancellor Guskiewicz requested that the Town explore the option of granting extended territorial jurisdiction to UNC campus police officers. This would allow for joint jurisdiction at off-campus locations where fraternities and sororities are located. This would mean that University police officers could respond to and enforce laws at these locations.

The identified properties are adjacent to the University and are occupied entirely by students enrolled at the University. A list of these locations is attached to the memorandum.

The Town's police department will also retain jurisdiction at these locations should we be asked to assist. However, all calls for service will be handled by the University's police officers. Should Council decide to extend this jurisdiction, Town staff will work with our colleagues at the University's police department and Orange County 911 to make appropriate arrangements to have calls dispatched to the correct agency.

**Attachments:**

- Resolution
- December 23, 2020 Mayor Hemminger Letter
- December 21, 2020 Chancellor Guskiewicz Letter
- List of Fraternity and Sorority Houses & Status

**A RESOLUTION TO EXTENDED JURISDICTION FOR THE UNC POLICE DEPARTMENT (2021-03-24/R-11)**

WHEREAS, the Town and University of North Carolina at Chapel Hill have a Memorandum of Understanding regarding the jurisdiction for the UNC Police Department in the Town; and

WHEREAS, on December 21, 2020 Chancellor Guskiewicz requested that the Town explore the option of granting extended territorial jurisdiction to UNC campus police officers; and

WHEREAS, the identified properties are adjacent to the University and are occupied entirely by students enrolled at the University; and

WHEREAS, the Council values our relationships with the University's public safety, and feels this would help strengthen our ability to keep students safe while living off campus in our community.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council authorize the Town Manager to modify the Memorandum of Understanding between the Town and the UNC Police Department to extend the UNC Police Department's jurisdiction to off-campus fraternity and sorority locations.

This the 24<sup>th</sup> day of March, 2021.

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**The Agenda will reflect the text below and/or the motion text will be used during the meeting.**

PRESENTER: George Battle, Vice Chancellor for Institutional Integrity and Risk Management

RECOMMENDATION: That the Council authorize the Town Manager to modify the Memorandum of Understanding between the Town and the UNC Police Department to extend the UNC Police Department's Jurisdiction to off-campus fraternity and sorority locations.

OFFICE OF MAYOR PAM HEMMINGER  
 Town of Chapel Hill  
 405 Martin Luther King Jr. Blvd.  
 Chapel Hill, NC 27514

*phone* (919) 968-2714 *fax* (919) 969-2063  
[www.townofchapelhill.org](http://www.townofchapelhill.org)



December 23, 2020

Chancellor Kevin Guskiewicz  
 The University of North Carolina at Chapel Hill  
 South Building, Suite 103  
 200 East Cameron Avenue  
 Chapel Hill, NC 27599-9100

Dear Chancellor Guskiewicz,

Thank you for reaching out to request a process for establishing new ways for our organizations to work together to ensure community safety, including possible joint jurisdiction for properties bordering the university where fraternity and sorority houses are located.

I have spoken with our Town Manager, Police Chief and Town Attorney, all of whom look forward to being part of this discussion. Based on my conversations with Town staff, it is my understanding that Mr. Jones and Chief Blue will be reaching out to their counterparts at the university to set up an initial meeting. Depending on holiday schedules, they hope to hold that initial meeting within the next two weeks.

As you and I discussed, the Town and the University have already established a successful model for this type of collaboration which is being used for Granville Towers and a portion of Carolina Square. Based on my conversations with Chief Blue, the shared experience working within these agreements will be useful as these new discussions proceed.

In addition, I have spoken with Elinor Landess, Director of the Chapel Hill Campus & Community Coalition to Reduce the Negative Impacts of High-Risk Drinking (CCC). Ms. Landess is interested in working with the Town and University to identify and implement better ways for changing behaviors, including several strategies that have had positive results in other college communities.

We greatly value our partnership with the University and are eager to move forward together on these and other ways to protect the health and safety of our communities.

Sincerely,

Mayor Pam Hemminger

Cc: Peter Hans, President, UNC System  
 Richard Stevens, Chair, UNC-Chapel Hill Board of Trustees  
 Robert Blouin, UNC-CH Executive Vice Chancellor and Provost  
 George Battle, UNC-CH Vice Chancellor for Institutional Integrity and Risk Mgmt  
 Charles Marshall, UNC-CH Vice Chancellor and General Counsel  
 David Perry, UNC-CH Assistant Vice Chancellor and Chief of Police

Maurice Jones, Town Manager, Town of Chapel Hill  
Chris Blue, Town of Chapel Hill Police Chief and Executive Director of Community Safety  
Ann Anderson, Town of Chapel Hill Attorney  
Chapel Hill Town Council



**KEVIN M. GUSKIEWICZ**  
CHANCELLOR

chancellor@unc.edu  
O 919-962-1365 | F 919-962-1647

**THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL**  
**OFFICE OF THE CHANCELLOR**

South Building | Suite 103 | Campus Box 9100  
200 East Cameron Avenue | Chapel Hill, NC 27599-9100  
chancellor.unc.edu

December 21, 2020

The Honorable Pamela S. Hemminger  
Mayor, Town of Chapel Hill  
405 Martin Luther King Jr Blvd  
Chapel Hill, North Carolina 27514

Dear Mayor Hemminger:

As we head toward a new year, one of the things I am grateful for is the partnership between the Town of Chapel Hill and the University of North Carolina at Chapel Hill. Although we live in a challenging time, I am heartened that our partnership continues to strengthen as we seek to identify creative ways to collaboratively tackle issues we face together. This past fall semester, the informal relationship between our respective law enforcement agencies has been amenable to enforcing the University's COVID-19 community standards. However, given the recent federal allegations of drug trafficking by former students who were also residents of the Town, I believe that a more formal relationship is necessary.

As you are aware, the University's campus police department lacks enforcement jurisdiction over the private properties off campus where fraternity and sorority houses are located. All of these properties are immediately adjacent to the University and are occupied entirely by students enrolled at the University, yet the University currently has no legal jurisdiction to enforce laws at such properties. I am writing to request a limited, yet reasonable, grant of joint jurisdiction to properties bordering the University where fraternity and sorority houses are located. Such joint jurisdiction will enable University police (as well as Town of Chapel Hill Police) to enforce federal, state and local laws on properties occupied by individuals enrolled at the University. Granting the University joint jurisdiction in this limited circumstance will enable our respective police departments to enforce the laws we must all abide for a healthy and safe community.

I propose we commission the leaders of our respective law enforcement agencies along with our attorneys to work together to flesh out the details of a formal agreement to help us navigate the various steps needed for approval and implementation. I look forward to hearing your thoughts on this proposal as well as other creative ways that the Town and University can ensure the safety and wellbeing of the communities we both serve.

Sincerely,



Kevin M. Guskiewicz

Chancellor

Cc: Peter Hans, President, UNC System  
Richard Stevens, Chair, UNC-Chapel Hill Board of Trustees  
Robert Blouin, UNC-CH Executive Vice Chancellor and Provost  
George Battle, UNC-CH Vice Chancellor for Institutional Integrity and Risk Mgmt.  
Charles Marshall, UNC-CH Vice Chancellor and General Counsel  
David Perry, UNC-CH Assistant Vice Chancellor and Chief of Police

### Fraternity/Sorority Properties and Recognition Status with UNC - Chapel Hill

House	Address	Type	Status
Alpha Chi Omega	215 E. Rosemary St.	sorority	
Alpha Delta Pi	411 E. Rosemary St.	sorority	
Alpha Epsilon Pi	107 Fraternity Ct.	fraternity	
Alpha Phi	219 E. Rosemary St.	sorority	
Alpha Sigma Phi	420 Hillsborough St.	fraternity	
Alpha Tau Omega	303 E. Franklin St.	fraternity	
Beta Theta Pi	114 S. Columbia St.	fraternity	Suspended pending federal investigation
Chi Omega	313 E. Franklin St. (27516)	sorority	
Chi Phi	300 S. Columbia St. (27516)	fraternity	
Chi Psi	321 W. Cameron Ave. (27516)	fraternity	
Delta Chi	207 W. Cameron Ave. (27516)	fraternity	
Delta Delta Delta	407 E. Franklin St.	sorority	
Delta Kappa Epsilon	132 S. Columbia St.	fraternity	
Delta Upsilon	407 E. Rosemary St.	fraternity	
Kappa Delta	219 E. Franklin St.	sorority	
Kappa Kappa Gamma	302 Pittsboro St. (27516)	sorority	
Kappa Sigma	204 W. Cameron Ave. (27516)	fraternity	Suspended pending federal investigation
Lambda Chi Alpha	229 E. Franklin St. (+annex)	fraternity	
Phi Delta Theta	304 S. Columbia St. (27516)	fraternity	Permanent revocation of charter until at least 2024
Phi Gamma Delta	108 W. Cameron Ave. (27516)	fraternity	Suspended pending federal investigation
Pi Beta Phi	109 Hillsborough St. (+annex)	sorority	
Phi Mu	211 Henderson St.	sorority	
Pi Kappa Alpha	106 Fraternity Ct. (27516)	fraternity	
Pi Kappa Phi	216 E. Rosemary St.	fraternity	
Pi Lambda Phi	110 W. Cameron Ave. (27516)	fraternity	
Sigma Alpha Epsilon (changed to NC Xi)	112 Fraternity Ct. (27516)	fraternity	Permanent revocation of charter until further notice
Sigma Chi	102 Fraternity Ct. (27516)	fraternity	
Sigma Nu	109 Fraternity Ct. (27516)	fraternity	
Sigma Sigma Sigma	307 E. Franklin St.	sorority	
St. Anthony Hall-Coed Fraternity	207 Pittsboro St. (27516)	fraternity	
Zeta Psi	200 W. Cameron Ave. (27516)	fraternity	
Zeta Tau Alpha	120 North St.	sorority	



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TOWN OF CHAPEL HILL

Town Hall  
405 Martin Luther King Jr.  
Boulevard  
Chapel Hill, NC 27514

## Item Overview

Item #: 16., File #: [21-0235], Version: 1

Meeting Date: 3/24/2021

### Open the Public Hearing: Issuance of Two-Thirds Bonds to Fund Parks and Recreation, Public Safety, and Streets and Sidewalks Projects in the Capital Improvements Plan (CIP).

**Staff:**

Amy Oland, Director

**Department:**

Business Management

**Overview:** The Business Management Department is pursuing the issuance of \$3.205 million of “two-thirds” bonds to fund parks and recreation, public safety, and streets and sidewalks projects in the Capital Improvements Plan (CIP). On March 10, 2021, the Council formally introduced the Bond Orders and set a public hearing for March 24, 2021. Staff applied to the Local Government Commission (LGC) for the issuance of the two-thirds bonds and has taken other actions necessary to meet statutory requirements. The two-thirds bonds would be sold April 27, 2021 in conjunction with an initial issuance of the 2018 referendum general obligation (GO) bonds for affordable housing.



**Recommendation(s):**

That the Council hold a public hearing on the bond orders authorizing the issuance of general obligation bonds in the maximum amount of \$3,205,000 for parks and recreation, public safety, and streets and sidewalks projects.

**Key Issues:**

**Two-Thirds Bonds Background**

- Under the Local Government Bond Act, the “two-thirds” rule authorizes local governments to issue general obligation bonds without a referendum under certain circumstances.
- Two-thirds bonds are restricted to two thirds of the net reduction in general obligation bond principal for the previous fiscal year. The Town’s reduction in principal for FY 2020 was \$4,812,000, two thirds of which is approximately \$3,205,000. Two-thirds bonds must be issued in the fiscal year immediately following the year for which the principal reduction is calculated.
- Two-thirds bonds are also restricted to certain uses including streets, parks, public facilities, and public safety. All other allowable purposes are listed under Section 159-48 of NC General Statute, Chapter 159, Article 4 (the Local Government Bond Act).
- The availability of two-thirds bonds and the current low cost of borrowing are an opportunity to fund parks and recreation facility improvements, purchase a replacement Fire truck, and repair streets and sidewalks. The potential issuance of two-thirds bonds was discussed at the Council retreat on Friday, February 5, 2021.

**Two-Thirds Bonds Recommended Uses**

*Parks and recreation facilities:*

- Cedar Falls Park Tennis Complex Reconstruction - Remove the current tennis courts and reconstruct the complex to improve drainage; project would include five tennis courts, four junior courts, new LED lighting, fencing, walkways and amenities.
- Hargraves Park Tennis Court Improvements - Resurface existing tennis courts, replace fencing, and install LED lights.



- Ephesus Park Technical Assessment and Tennis & Pickleball Courts - Conduct engineering assessment of current complex conditions and subsurface conditions to produce recommendations and cost estimates on options for how to effectively address existing issues and a short-term repair option of the noted issues.
- Hargraves Park Playground Surface Replacement - Repair the poured in place surfacing that is cracked and install curbing for playground user safety.
- AD Clark Pool Improvements - Replaster pool shell to allow the pool to remain open.
- Hargraves Center Ballfield Renovation - Regrade to improve drainage, including the addition of drain lines and irrigation, replace bleachers and fencing; improve and install ADA accessible paths or sidewalk to ballfields.
- Umstead Park Basketball Court - Resurface and restripe basketball court surface, add new goals, and add retaining walls to minimize erosion.
- Homestead Aquatic Center Pool Improvements - Replaster pool shell at the two Homestead Aquatic Center pools and conduct related improvements.

*Replacement Fire Truck:*

- The Fire Department would use the bond funds to replace Engine 33 (2002 HME) as a frontline vehicle. The current Engine 33 would then be moved to reserve status. In FY 2020, Engine 33 spent 96 days out of service and the Town spent \$88,640 on repairs to maintain the apparatus.

*Streets and Sidewalk projects:*

- Street Resurfacing - There is a significant backlog of needed maintenance on about two-thirds of the Town's streets. Public Works staff have prioritized about 32 shovel-ready street maintenance needs throughout the Town totaling \$2.7 million. The Chapel Hill community has identified street maintenance as a top priority.
- Sidewalk Projects - From the backlog of maintenance needs, Public Works staff identified high priority sidewalk repairs throughout the Town. Addressing sidewalk repair needs also addresses ADA requirements.

**2018 Referendum Bonds**

- The sale of the two-thirds bonds will be coordinated with the first issuance of the 2018 General Obligation bonds for affordable housing. Coordinating these two bond sales is more efficient than conducting separate bond sales and reduces the cost of issuance.
- In November 2018, Chapel Hill voters approved a general obligation bond order totaling \$10 million for affordable housing. Based on the progress of the projects funded by the referendum bonds and the planned cash needs of those projects for the next 12 months, staff has determined that the first sale of referendum bonds in April should be for \$4.755 million.
- The Town is in the process of developing cost estimates and project timelines for the affordable housing projects.

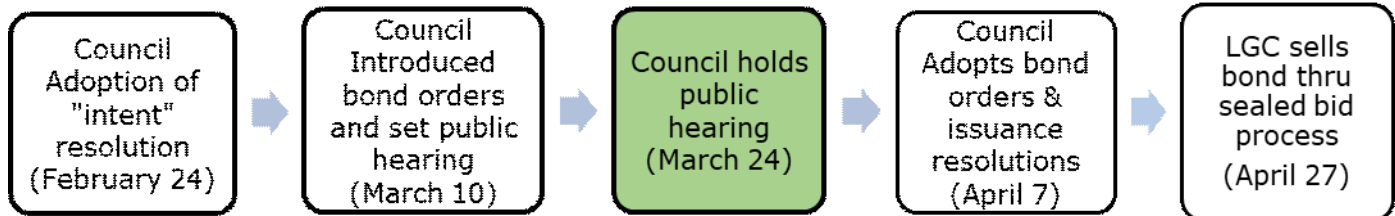
**Fiscal Impact/Resources:**

Based on the reduction in general obligation debt principal in FY 2020, the Town can issue up to \$3,205,000 in two-thirds bonds in 2021. This capacity will be used to finance the following projects:

Parks and recreation facilities	\$1,155,000
Fire truck	550,000
Street repairs	1,300,000
Sidewalk projects	200,000

The two-thirds and referendum bonds will have a 20-year term and debt service will be paid from the Debt Management Fund. The estimated average annual debt service for the two-thirds issuance will be \$198,000 per year and for the referendum issuance will be \$295,000 per year. There are adequate resources in the Debt Fund to support these planned borrowings.

#### Where is this item in its process?



#### Attachments:

- Draft Staff Presentation
- Two Thirds Bond Information - Streets and Sidewalks Memorandum
- Response to Council Member Questions - Streets and Sidewalks Listing

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**The Agenda will reflect the text below and/or the motion text will be used during the meeting.**

PRESENTER: Amy Oland, Business Management Director

- a. Introduction and recommendation
- b. Comments from the public
- c. Comments and questions from the Mayor and Town Council
- d. Motion to close the Public Hearing and receive comments for 24-hours
- e. Consider adopting bond orders and issuance resolutions at the April 7 Council meeting.

**RECOMMENDATION:** That the Council hold a public hearing on the bond orders authorizing the issuance of general obligation bonds in the maximum amount of \$3,205,000 for parks and recreation, public safety, and streets and sidewalks projects.



**Town of Chapel Hill  
Capital Program  
Proposed Two-Thirds Bonds  
Public Hearing**

DRAFT

**March 24, 2021**

# Agenda

375



**Two-Thirds Bonds**



**Funding Plan**



**Next Steps**

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# What Are Two-Thirds Bonds?

376

- **Two-Thirds Bonds are General Obligation (GO) Bonds that can be issued under the following circumstances:**
  - If no new GO Bonds were issued during the year, Two-Thirds bonds can be issued in the subsequent year in an amount up to two-thirds of the reduction in principal for the base year

**2/3**

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# Two-Thirds Bonds Calculation

377



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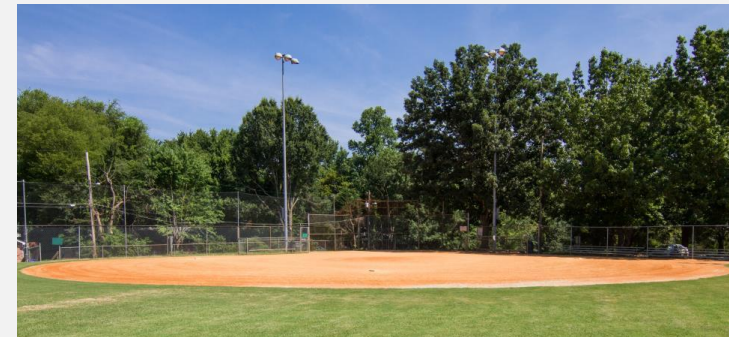
\* Actual debt service amounts depend on the rates at the time of the sale.

# Two-Thirds Bonds Uses

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## Parks and Recreation Facilities (\$1.155 million):

- Cedar Falls Park Tennis Complex
- Hargraves Park Tennis Court
- Ephesus Park Technical Assessment & Tennis/Pickleball Court Repairs
- Hargraves Park Playground
- AD Clark Pool
- Hargraves Center Ballfield
- Umstead Park Basketball Court
- Homestead Aquatic Center Pool



# Two-Thirds Bonds Uses

379

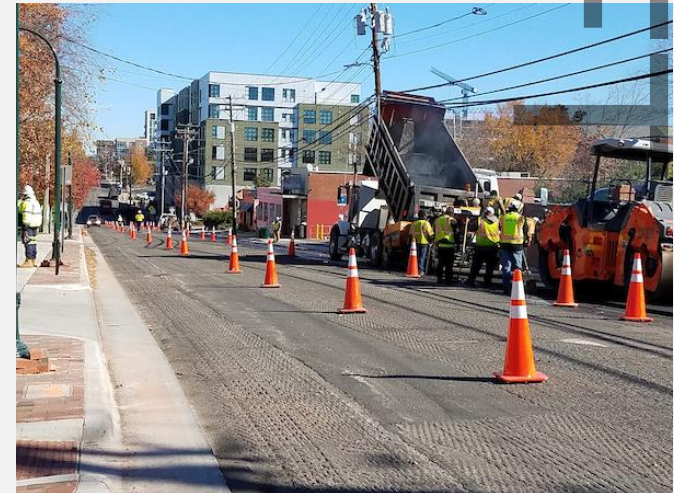
## Fire Truck (\$550K):

- Replacement of Engine 33 (2002 HME) as frontline vehicle.



## Streets and Sidewalks Projects (\$1.5 million):

- Prioritized list of shovel-ready street maintenance needs
- Prioritized list of sidewalk repairs throughout Town





# GO Bonds Issuance Schedule

380

- **Preliminary Resolution (2/3)** Feb 24
- **Introduce Bond Orders (2/3)** Mar 10
- **Public Hearing (2/3)** Mar 24
- **Adopt Bond Orders (2/3)** Apr 7
- **Issuance Resolution (2/3 & Referendum)** Apr 7
- **LGC Approval** Apr 13
- **LGC Bond Sale** Apr 27
- **Bond Closing** May 13



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# Planned April Issuances

381

Bond Order	Authority*	April Issue
<b>Referendum:</b>		
Affordable Housing	\$ 10,000,000	\$ 4,755,000
<b>Two-Thirds Bonds:</b>		
Parks & Recreation		\$ 1,155,000
Fire Truck		550,000
Streets & Sidewalks		1,500,000
<b>Total Two-Thirds</b>	<b>\$ 3,205,000</b>	<b>\$ 3,205,000</b>

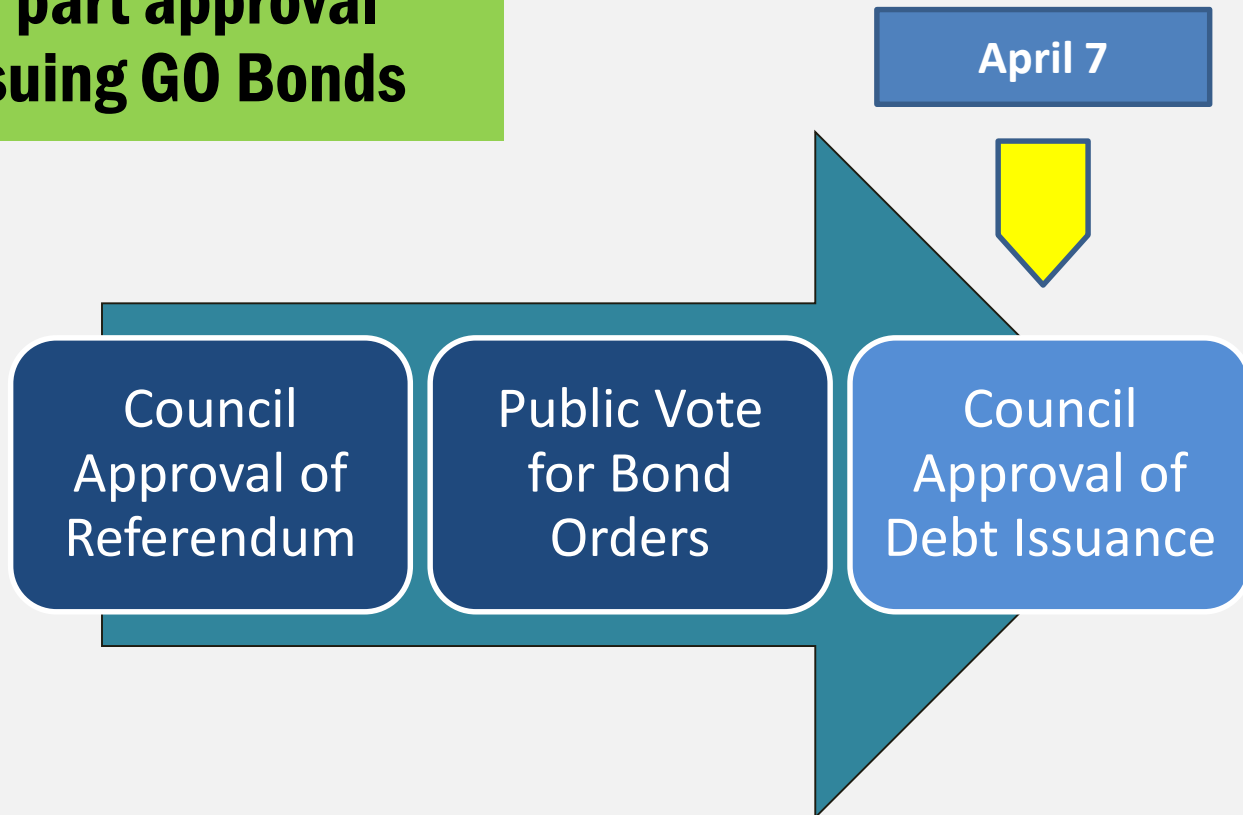
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\* Authority for two-thirds bonds contingent on Council approval

# Capital Funding (Referendum Bonds)

382

The referendum is the second part of a three part approval process for issuing GO Bonds



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# Debt Issuance Authority

383

## Voters

2018 Referendum  
\$10 Million  
GO Bonds

## Council

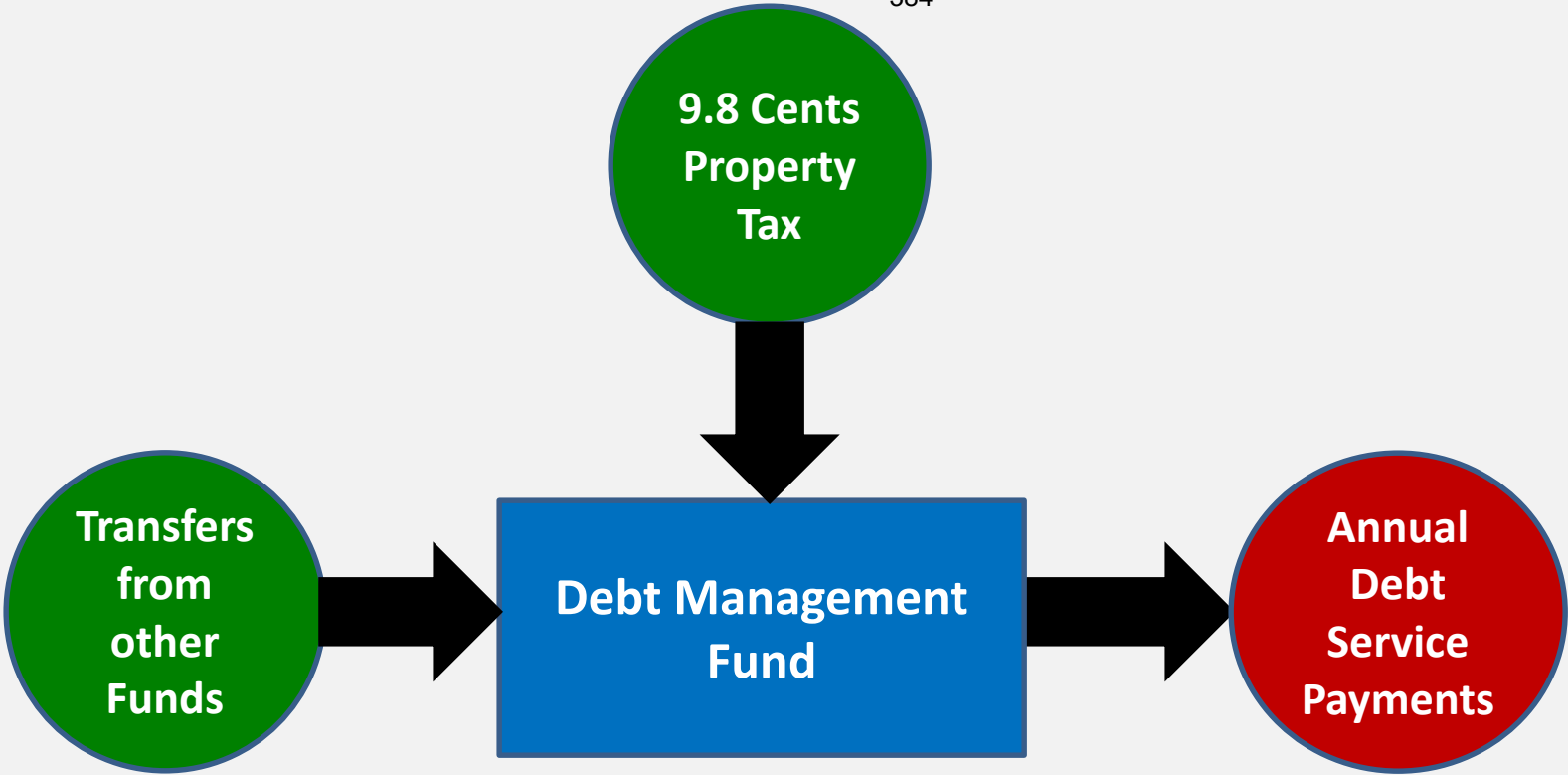
Two-Thirds Bonds

Installment Financing

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# Debt Fund Capacity

384



**Parking Fund**  
**Ephesus Fordham TIF**

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# New Projects & Priorities

385

- **Capital plans change over time as new opportunities arise, costs increase, and project scopes are adjusted to meet changing needs and requirements**
- **Flexibility is achieved by adjusting the sequence and timing of projects**

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# Recommendation

386

**Recommend that Council open the public hearing on the bonds orders authorizing the issuance of two-thirds general obligation bonds in the maximum amount of \$3.205 million for parks and recreation, public safety, and streets and sidewalks projects.**

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# Next Steps

387

- 1. Council receive comments from the public**
- 2. Comments and questions from Mayor and Town Council**
- 3. Motion to close public hearing and receive comments for 24 hours**
- 4. Consider adopting the bond orders and issuance resolutions at the April 7 meeting**

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## Two-Thirds Bonds – Streets and Sidewalks Bond Order Projects

### STREET RESURFACING

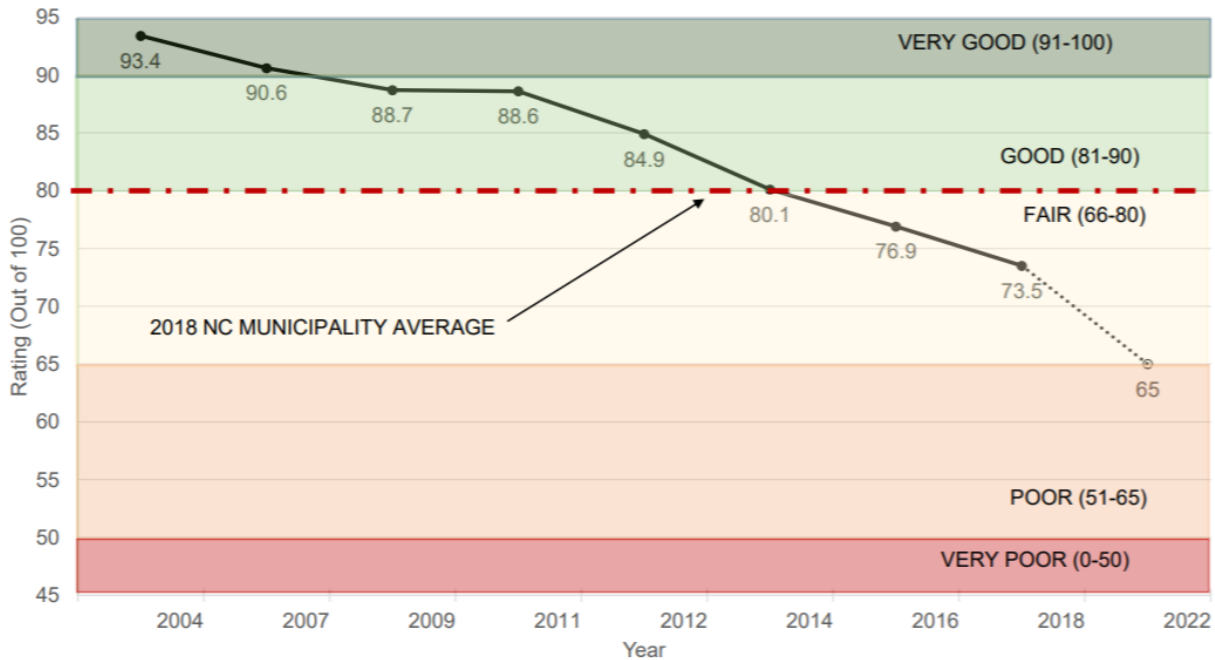
**Recommended:** Based on the known need, the recommended bond issuance for Streets is highly recommended for street resurfacing.

#### Reason for Recommendation

- Due to the insufficient operating budget, there is a significant **backlog of needed maintenance on about 2/3 of the Town’s streets, equaling ~\$12 million** (excluding additional cost of up to 40% for milling, curb repairs, mobilization, etc.).
  - PW has a prioritized list of **shovel-ready street maintenance needs throughout Town totaling \$2.7 million** (about 26 streets - includes milling/stripping costs). “Bonds at Work” signs will be posted throughout Town at the work sites.
- The community and Town staff have identified street maintenance as a top priority.
  - Street resurfacing was the #1 ranked need in 2019 and #3 ranked need of 116 projects in 2020 identified in the Town’s capital project prioritization process.
  - According to the **2020 Community Survey, maintenance of streets was the top category of public facilities** that respondents identified as needing the most emphasis from Town leaders. According to the **2017 Community Survey, resident satisfaction with maintenance of streets decreased more than any other decrease in satisfaction with a service (17 points since 2009).**
- **The longer maintenance is deferred, the more the Town will pay** for the same maintenance.
  - Postponing maintenance until a street is in “Poor” condition typically comes with a much higher price tag than if we resurface streets when they are in “Good” to “Fair” condition.
  - The **annual funding need is \$2.9 million** (excluding additional cost of up to 40% for milling, curb repairs, mobilization, etc.).
  - The Town’s **annual street resurfacing budget has averaged ~\$665,000** per year over the last 12 years. The FY21 operating budget for street resurfacing was \$368,000.
  - As good stewards of taxpayer dollars, there is an interest to avoid future significantly higher maintenance costs by catching up as soon as possible.

## Pavement Condition

The below graph shows the Town's overall Pavement Condition Rating (PCR) each year the third-party survey was completed through 2018.



The 2022 projection (dotted line on the graph) assumed that the operating budget would remain stable and accounted for planned use of remaining 2015 bond funds for resurfacing.

## Multi-Modal (Bike-Ped and Transit) Impacts

- Public Works staff reviews the resurfacing plan each year with the Bike-Ped Team to identify opportunities to implement the Mobility and Connectivity Plan. **The proposed street resurfacing two-thirds bonds would include restriping roads to add bike lanes on the following streets:**
  - Burning Tree Drive
  - Europa Drive/ Legion Road
  - Tenney Circle
  - Riggsbee Road
  - N. Columbia St (sharrows)
- Further review is needed to confirm current conditions will permit the installation of bike lanes on these streets (such as, street width, on-street parking, any needed studies, coordination with other agencies, etc.)

- Many of the Town's roads were not originally constructed to carry heavy bus loads. As the Town resurfaces roads, multi-modal streets (which include bus routes) are prioritized to ensure that street condition is maintained for safe and efficient bus travel.

## SIDEWALK PRIORITY PROJECTS

**Recommended:** Based on the known need, the recommended bond issuance for Sidewalks is highly recommended for sidewalk maintenance.

### Sidewalk Maintenance Needs

- Staff has compiled a long list of high priority sidewalk repair needs throughout town representing a current backlog of \$200,000.
- The Town recently received a request from one neighborhood that identified about 350 locations of sidewalk maintenance concerns. Staff is reviewing this request.
- Addressing sidewalk repair needs also has a positive impact related to ADA requirements.
- 2015 bond funds have been unavailable due to being prioritized for new sidewalk construction projects.

### Status of New Sidewalk Construction Projects

In October 2016, the Council prioritized the Town's top ten sidewalk construction projects, and five of the sidewalk projects were funded. Status updates for these five projects are listed below:

- Rosemary Street (from Henderson Street to S. Merritt Mill Road) was completed in 2016 as part of the Rosemary Street Streetscape Improvements project.
- Willow Drive (from Bank of America to Conner Drive) was completed in 2017.
- Homestead Road (from Weaver Dairy Road Ext. to Seawell School Road) and Seawell School Road (from Homestead Road to existing sidewalk) were combined into one project.
  - All right-of-way property acquisition is completed.
  - Construction is tentatively scheduled to begin in Summer 2021.
  - About half of the funding (~\$1 million) for this project is coming from federal grant funds.
- Ephesus Church Road Sidewalk Construction (East of Pinehurst to Colony Woods and Sharon Road to Pope Road) is at 90% design.

- Property acquisition is complete.
- Due to increasing costs for other bond projects, construction for this project was put on hold while staff worked to identify any alternate funding opportunities.
- **Staff has pursued but not received alternate funding opportunities at this time.** If we were to proceed with this project now, it would be completely funded by the Town. Waiting allows us to continue to pursue possible state and federal funding opportunities to offset the local cost to taxpayers.
- Because this project is planned for bond funds in Spring 2022, there will not be a significant delay.
- Proceeding with this project at a later date will be more accommodating to current staff capacity to manage the multiple construction.
- Given the above considerations, staff recommended the use of two-thirds bonds for other streets and sidewalks needs that have insufficient to no planned funding at this time.

## Bike-Ped Projects

The Town plans to carry out Estes Drive Extension Bike-Ped and Fordham Sidepath projects using the last round of 2015 Streets and Sidewalk bond funding, tentatively planned to issue in Spring 2022. This timeframe will allow the projects to begin on schedule, as described below.

Both projects have been awarded federal grant funding through NCDOT, which will cover 80% of the project costs.

### Estes Extension Bike-Ped

- Schedule:
  - Begin Design – FY 22, pending approval from NCDOT
  - Right-of-Way Acquisition – FY 23
  - Construction – FY 25
- Budget
  - The total local match is \$856,000. The local match for design phase only is \$65,000.

### Fordham Blvd. Multiuse Path

- Schedule:
  - Begin Design – FY 23
  - Right-of-Way Acquisition – FY 24
  - Construction – FY 26
- Budget
  - The total local match is \$450,000. The local match for design phase only is \$41,000.

**03-10-2021 Town Council Meeting  
Responses to Council Questions**

**Council Questions:**

- Could you please share a list of the streets that are targeted for repaving/repair?
- Have the 26 streets that have been prioritized for resurfacing been identified? If so, which streets are these?

***Staff Response:***

*The below revised list and attached map shows the 32 streets (or portions of streets, as noted below) prioritized for resurfacing using the two-thirds bonds.*

*An original list of 26 streets was provided to the Council in advance of the February 24, 2021 meeting. The below revised list includes 14 streets that were on the February 24<sup>th</sup> list, plus 18 additional streets. 12 streets were removed based on timing of an upcoming street reconstruction project, upcoming bridge replacement project, and scheduled water line replacement projects. These 12 streets are currently scheduled over the next 5 years (contingent on the operating budget).*

*On average, the revised prioritized streets are rated in “Very Poor” condition (a standardized rating system), which is the lowest rating in the Town’s third-party pavement condition evaluation.*

*These streets were prioritized based on pavement condition, years since the road was last resurfaced, coordination with external agencies, cost optimization (such as grouping certain poor condition roads in the same area to reduce mobilization fees), and multi-modal priorities (including adding bike facilities recommended in the Mobility and Connectivity Plan). The recommended resurfacing cycle is 15 years; however, many Town streets have not been resurfaced in over 15, 20 or even 30 years. The cost of resurfacing increases as street condition deteriorates, so the recommendation is also based on using these limited resources as efficiently as possible.*

**Collector Street**
**Potential Bike-Pedestrian Improvements  
(pending further evaluation)**

STREET	YEARS SINCE REPAVING	FROM	TO
Allard Rd.	28	Curtis Rd.	Cul-de-sac
Arlen Park Dr.	21	15-501 South	First Intersection with Edgewater Cir.
Booker Creek Rd.	15	Honeysuckle Rd.	Old Oxford Rd. (E)
Brookside Dr.	30	Hilltop St.	McCauley St.
Burning Tree Dr.	24	NC 54	Pinehurst Dr.
Catesby Ln.	29	Collinson Dr.	Cul-de-sac
Cedar Hills Dr.	16	Weaver Dairy Rd.	Cedar Hills Cir.
Colburn Pt.	28	Marin Dr.	Cul-de-sac
Collinson Dr.	28	Piney Mountain Rd.	Cul-de-sac
Columbia Pl. (E)	22	Columbia Pl.	Cul-de-sac
Columbia Pl. (W)	22	Columbia Pl.	Cul-de-sac
Columbia Place Dr.	22	Columbia St. (N)	Columbia Pl. (E)
Columbia St. (N)	10*	Longview St.	Longview St.
Europa Dr. (29)	30	Legion Rd.	End Maintenance
Faison Rd.	16	Falkner Dr.	Faison Rd.
Francis St.	30	Ephesus Church Rd.	Cul-de-sac
Gurnsey Tr.	19	Old Barn Ln.	Pinehurst Dr.
Heather Ct.	31	Clover Dr.	Circle
Ivy Brook Ln.	26	Cobble Ridge Dr.	Cobble Ridge Dr.
Karin Ct.	30	Glenview Pl.	Cul-de-sac
New Castle Dr.	28	Lancaster Dr.	Galway Dr.
Nuttal Pl.	29	Collinson Dr.	Cul-de-sac

Nuttree Ln.	26	Cobble Ridge Dr.	Rosburn Way
Old Barn Ln.	16	Barbee Chapel Rd. (W)	Sprunt St.
Ridgecrest Dr.	20	Lake Shore Dr. (S)	Old Oxford Rd.
Riggsbee Rd.	30	Brookview Dr.	Piney Mountain Rd.
Roberson St. (N)	25	Mitchell Ln.	Rosemary St.
Rosburn Way	21	Town limits	Cul-de-sac
Simerville Rd.	16	Meadowmont Ln.	Faison Rd.
Tenney Cir.	24	Glenburnie St.	Tenney Cir.
Woodhaven Rd.	26	Lakeshore Dr. (S)	May Ct.
Woodleaf Dr.	26	Seawell School Rd.	Cul-de-sac

*\*N. Columbia Street was resurfaced somewhat recently compared to the other streets on this list. However, it is recommended for resurfacing because the pavement condition rating is 17 out of 100, and this may allow the opportunity to add sharrows after resurfacing. (The "Very Poor" category includes any rating below 50.)*

<b>ALTERNATE STREETS</b>			
<b>STREET</b>	<b>YEARS SINCE REPAVING</b>	<b>FROM</b>	<b>TO</b>
Arrowhead Rd.	24	Christopher Rd.	Greenwood Rd.
Morgan Creek Rd.	30	Fordham Blvd.	Coker Dr.
Tabscott Run	28	Chipoaks Dr.	Cul-de-sac
Telluride Tr.	21	Cul-de-sac	Cul-de-sac
Worsham Dr.	19	Laurens Way	Palafox Dr.

**Notes:**

- *Sequencing of the street resurfacing list has been (and will continue to be) adjusted as needed to ensure resurfacing projects are coordinated with utility work, other agencies' projects, and opportunities to leverage other funding sources.*

- *One or more alternate streets listed above may be included if bid prices are favorable and funding permits. It is also possible that we may have to reduce the resurfacing list if bid prices are higher than anticipated.*



## TOWN OF CHAPEL HILL

Town Hall  
405 Martin Luther King Jr.  
Boulevard  
Chapel Hill, NC 27514



## Item Overview

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Item #: 17., File #: [21-0236], Version: 1

Meeting Date: 3/24/2021

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**Open the Public Hearing: Limited Scope Special Permit Modification -- Signature Health Care of Chapel Hill, 1602 E. Franklin Street.**

See the Staff Report on the next page.

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**The Agenda will reflect the text below and/or the motion text will be used during the meeting.**

PRESENTER: Anya Grahn, Senior Planner

Swearing of all persons wishing to present evidence

- a. Without objection, the preliminary report and any other materials submitted at the hearing for consideration by the Council will be entered into the record
- b. Introduction and preliminary recommendation
- c. Presentation of evidence by the applicant
- d. Recommendation by the Planning Commission
- e. Presentation of evidence by the public
- f. Comments and questions from the Mayor and Town Council
- g. Applicant's statement regarding proposed conditions
- h. Motion to continue Public Hearing to April 21, 2021
- i. Referral to Manager and Attorney.

**RECOMMENDATION:** That the Council open the public hearing, receive evidence, and continue the public hearing to April 21, 2021.



**OPEN THE PUBLIC HEARING: SPECIAL USE PERMIT LIMITED SCOPE MODIFICATION FOR SIGNATURE HEALTH CARE OF CHAPEL HILL, 1602 E. FRANKLIN STREET (PROJECT #21-003)**

**SUMMARY REPORT**

TOWN OF CHAPEL HILL PLANNING  
Colleen Willger, Director  
Judy Johnson, Assistant Director  
Anya Grahn, Senior Planner

<b>PROPERTY ADDRESS</b> 1602 E. Franklin Street	<b>MEETING DATE</b> March 24, 2021	<b>APPLICANT</b> Chuck Trimble, on behalf of CCP Chapel Hill 0806, LP (Signature Health Care)
<p><b>STAFF RECOMMENDATION</b></p> <p>That the Council 1) open the public hearing; 2) receive evidence; and 3) continue the Public Hearing to April 21, 2021.</p>		
<p><b>PROCESS</b></p> <p>The application is before the Council for approval of a Special Use Permit Modification. The Council must consider the <b>four findings</b> for approval of a Special Use Permit, which indicate that the use or development:</p> <ol style="list-style-type: none"> <li>1. is located, designed, and proposed to be operated so as to maintain or promote the public health, safety, and general welfare;</li> <li>2. would comply with all required regulations and standards of the Land Use Management Ordinance;</li> <li>3. is located, designed, and proposed to be operated so as to maintain or enhance the value of contiguous property, or that the use or development is a public necessity; and</li> <li>4. conforms to the general plans for the physical development of the Town as embodied in the Land Use Management Ordinance and in the Comprehensive Plan.</li> </ol>	<p><b>DECISION POINTS</b></p> <p>The proposed project received a Special Use Permit on October 25, 2017 and as a result of COVID-19 conditions, the applicant was unable to begin the project. The applicant is requesting change to the SUP.</p> <p>At the January 13, 2021 Council meeting, the Council approved a limited review of the modification of the Special Use Permit to adjust the construction start and end dates from October 25, 2019 and October 25, 2021 to March 24, 2023 to March 24, 2025.</p> <p>Since the January Council meeting, the applicant has refined the plans and is proposing a 200 sq. ft. increase in the impervious surface totals from 113,336 sq. ft. to 113,533 sq. ft. The increased impervious surface is associated with compliance with stipulations in the original Special Use Permit.</p>	
<p><b>PROJECT OVERVIEW</b></p> <p><b>Existing Special Use Permit</b></p> <p><b>Size Permitted:</b> 9,600 sq. ft. addition for a total of 49,646 sq. ft. of floor area.</p> <p><b>Land Area:</b> 244,251 sq. ft. (5.6) acres</p> <p><b>Current Zoning:</b> Residential-5 (R-5)</p> <p><b>Permitted Uses:</b> Group Care Facility</p> <p>On March 2, 2021, the Planning Commission forwarded a recommendation to Town Council to approve the application with a 6 to 3 vote. Those voting in opposition were interested in the development complying with the Town's draft Climate Action Plan and ensuring that the project met the latest energy efficiency standards.</p>	<p><b>PROJECT LOCATION</b></p> <p>Map prepared by Chapel Hill GIS - Jan. 2021</p>	
<p><b>ATTACHMENTS</b></p>	<ol style="list-style-type: none"> <li>1. Draft Staff Presentation</li> <li>2. Resolution A (Approving the Application)</li> <li>3. Resolution B (Denying the Application)</li> <li>4. Planning Commission Recommendation</li> <li>5. Applicant Materials</li> </ol>	

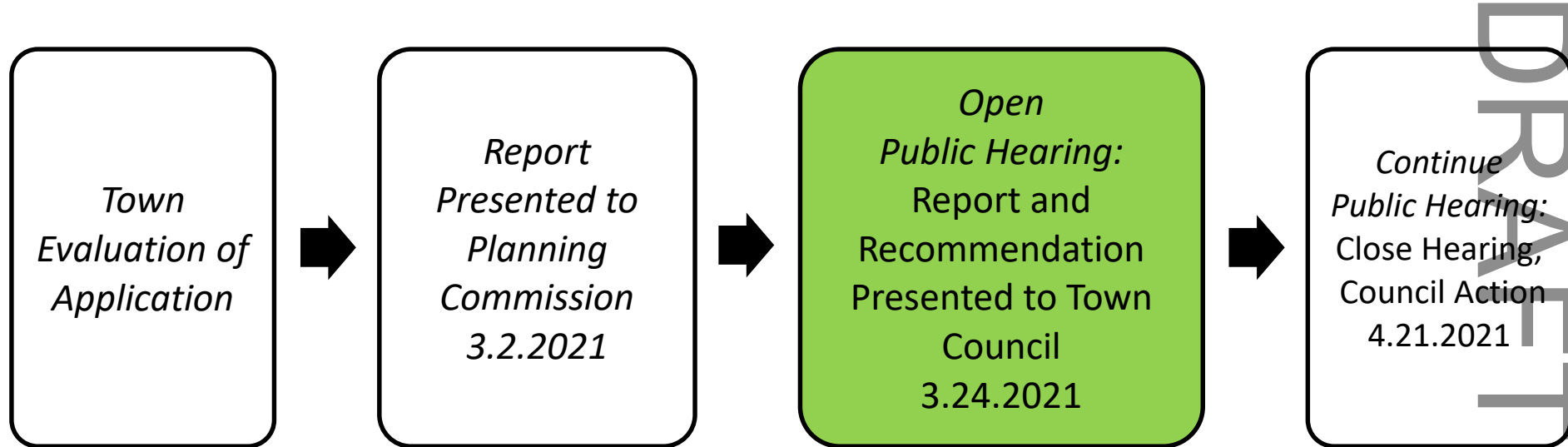


# Signature Health Care at 1602 E. Franklin Street Special Use Permit Modification

Town Council  
March 24, 2021

DRAFT

## Process



Open the Public Hearing, receive public comment, and continue the public hearing to April 21, 2021.

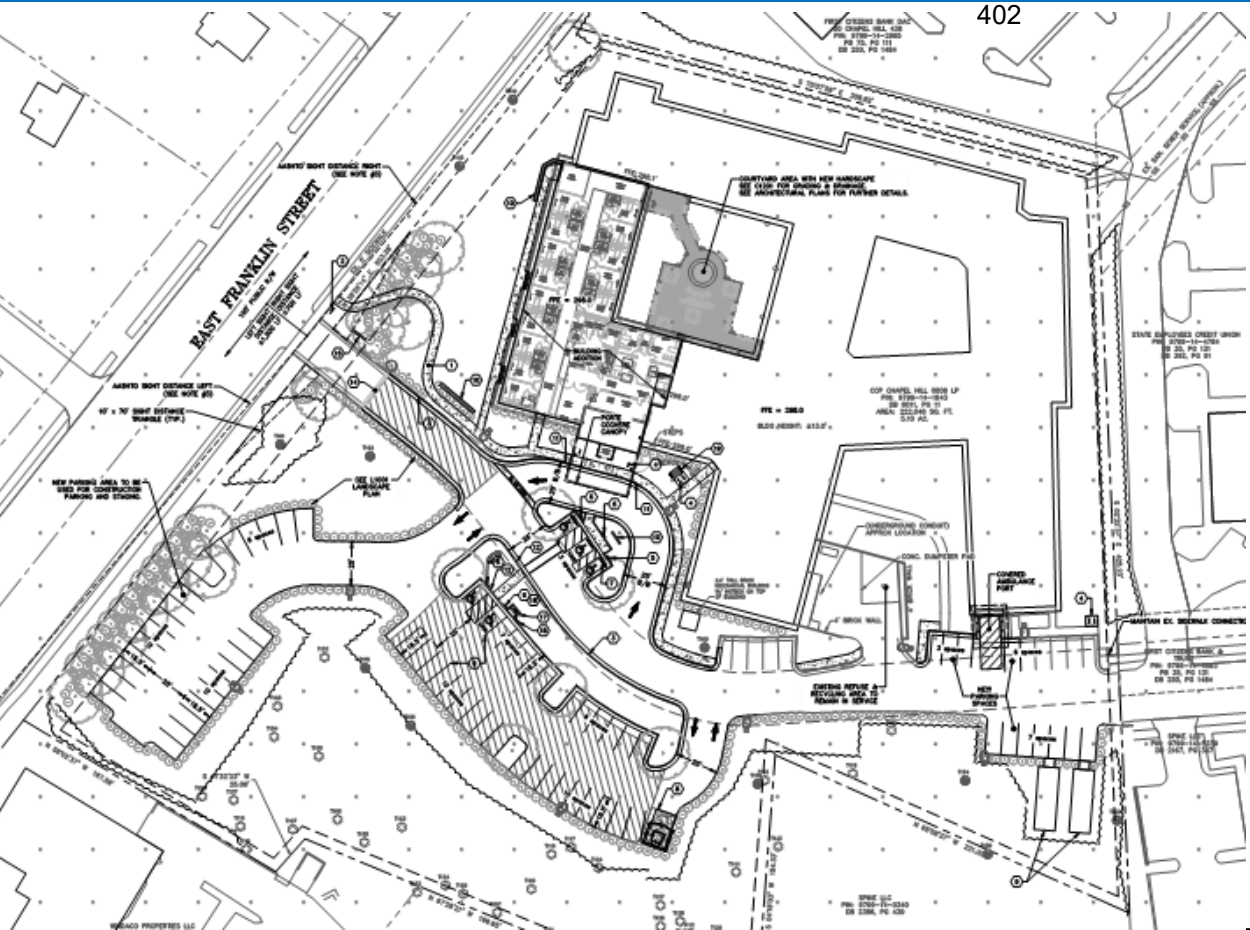
DRAFT

On January 13, 2021, Council approved a limited scope of review for the Special Use Permit Modification to adjust the construction start and end dates:

From October 25, 2019 and October 25, 2021 to March 24, 2023 to March 24, 2025.

DRAFT

# Signature Health Care—Proposed Changes



Increase  
impervious  
surface from  
113,336 sq. ft. to  
113,533 sq. ft.  
  
(+197 SF)

DRAFT

Open the Public Hearing, receive public comment, and continue the public hearing to April 21, 2021.

DRAFT



**RESOLUTION A**  
(Approving the Request)

**A RESOLUTION APPROVING AN APPLICATION FOR SPECIAL USE PERMIT MODIFICATION FOR SIGNATURE HEALTH CARE OF CHAPEL HILL, 1602 E. FRANKLIN STREET (2021-X-X/R- )**

BE IT RESOLVED by the Council of the Town of Chapel Hill that it finds that a Special Use Permit Modification application, proposed by Chuck Trimble, on behalf of CCP Chapel Hill 0806 LP, located at 1602 E. Franklin Street on property identified as Orange County Property Identifier Number 9799-14-1643, if developed according to the plans dated March 11, 2020 and the conditions below would:

1. Be located, designed, and proposed to be operated so as to maintain or promote the public health, safety, and general welfare;
2. Comply with all required regulations and standards of the Land Use Management Ordinance;
3. Be located, designed, and operated so as to maintain or enhance the value of contiguous property; and
4. Conform to the general plans for the physical development of the Town as embodied in the Land Use Management Ordinance and in the 2020 Comprehensive Plan.

**STIPULATIONS SPECIFIC TO SIGNATURE HEALTHCARE**

1. **Construction Deadlines:** That construction begin \_\_\_\_\_ (two years from date of approval) to be completed by \_\_\_\_\_ (four years from date of approval).
2. **Land Use Intensity:** This Special Use Permit Modification authorizes the following:

<b>Use: Group Care Facility</b>	
Gross Land Area	244,251 square feet
Total Floor Area Allowed	49,646 square feet
Maximum Vehicular Parking Spaces	82 spaces
Minimum Bicycle Parking Spaces	11 spaces: 20% Class I and 80% Class II
Total Impervious Surface Area Allowed	113,533 Sq. Ft.
Total Number Beds	108 beds
Land Disturbance	85,000 square feet

3. **Stormwater:** The stormwater design shall be revised at Final Plans if needed to meet stormwater requirements, based on new layout and impervious areas.
4. **Existing Permit:** The existing Special Use Permit Modification dated October 25, 2017 on file at the Town of Chapel Hill Planning Department which was recorded in the Orange County Registry of Deeds (Deed Book 6473, Page 256) remains in effect except as modified by these stipulations.

5. Continued Validity: Continued validity and effectiveness of this approval shall be expressly conditioned on the continued compliance with the plans and conditions listed above.
6. Non-Severability: If any of the above conditions is held to be invalid, approval in its entirety shall be void.

BE IT FURTHER RESOLVED by the Council of the Town of Chapel Hill that the Council approves the application for a Special Use Permit Modification for Signature Health Care of Chapel Hill at 1602 E. Franklin Street.

This the \_\_\_\_ day of \_\_\_\_, 2021.

**RESOLUTION B  
(Denying the Request)**

**A RESOLUTION DENYING AN APPLICATION FOR SPECIAL USE PERMIT  
MODIFICATION FOR SIGNATURE HEALTH CARE OF CHAPEL HILL, 1602 E.  
FRANKLIN STREET (2021-X-X/R- )**

BE IT RESOLVED by the Council of the Town of Chapel Hill that it finds that a Special Use Permit Modification application, proposed by Chuck Trimble, on behalf of CCP Chapel Hill 0806 LP, located at 1602 E. Franklin Street on property identified as Orange County Property Identifier Number 9799-14-1643, if developed according to the plans submitted would not:

1. Be located, designed, and proposed to be operated so as to maintain or promote the public health, safety, and general welfare;
2. Comply with all required regulations and standards of the Land Use Management Ordinance;
3. Be located, designed, and operated so as to maintain or enhance the value of contiguous property; and
4. Conform to the general plans for the physical development of the Town as embodied in the Land Use Management Ordinance and in the 2020 Comprehensive Plan.

BE IT FURTHER RESOLVED that the Council hereby denies the request for Signature Health, 1602 E. Franklin Street, for the Special Use Permit Modification.

This the \_\_\_\_ day of \_\_\_\_\_, 2021.

## PLANNING COMMISSION

*The charge of the Planning Commission is to assist the Council in achieving the Town's Comprehensive Plan for orderly growth and development by analyzing, evaluating, and recommending responsible town policies, ordinances, and planning standards that manage land use and involving the community in long-range planning.*

### RECOMMENDATION FOR LIMITED SCOPE SPECIAL USE PERMIT MODIFICATION FOR SIGNATURE HEALTH CARE AT 1602 E. FRANKLIN STREET –

March 2, 2021

**Recommendation:**    Approval                       Approval with Conditions                       Denial

**Motion:** Neal Bench moved and Melissa McCullough seconded a motion to recommend that the Council approve the Special Use Permit Modification.

**Vote:**                      6 – 3

**Yeas:** Michael Everhart (Chair), Neal Bench, Elizabeth Losos, Melissa McCullough, John Rees, Stephen Whitlow

**Nays:** James Baxter (Vice-Chair), Louie Rivers, Elizabeth Webber

Prepared by:    Anya Grahn, Senior Planner

# SPECIAL USE PERMIT MINOR CHANGE APPLICATION



**TOWN OF CHAPEL HILL**  
**Planning Department**  
405 Martin Luther King Jr. Blvd  
phone (919) 968-2728 fax (919) 969-2014  
www.townofchapelhill.org

Parcel Identifier Number (PIN): 9799-14-1643

Date: 2021-0121

## Section A: Project Information

Project Name: Signature Healthcare Addition / Renovatio  
Property Address: 1602 East Franklin Street Zip Code: 27514  
Use Groups (A, B, and/or C): I-2 Existing Zoning District: R-5  
Project Description: Project consist of a new 9,600 sf additi

## Section B: Applicant, Owner and/or Contract Purchaser Information

### Applicant Information (to whom correspondence will be mailed)

Name: Chuck Trimble  
Address: 501 Darby Creek Road, Suite 62  
City: Lexington State: Kentucky Zip Code: 40509  
Phone: 859-806-4751 Email: chuck@thewaymakergroup.com

The undersigned applicant hereby certifies that, to the best of his knowledge and belief, all information supplied with this application is true and accurate.

Signature:  Date: 1/25/2021

### Owner/Contract Purchaser Information:

**Owner**  **Contract Purchaser**

Name: JD Ferrell  
Address: 12201 Bluegrass Parkway  
City: Louisville State: Kentucky Zip Code: 40299  
Phone: 561-762-9816 Email: jdferrell@signaturehealthcarellc.com

The undersigned applicant hereby certifies that, to the best of his knowledge and belief, all information supplied with this application is true and accurate.

Signature:  Date: 1/25/2021



**SPECIAL USE PERMIT MINOR CHANGE APPLICATION  
SUBMITTAL REQUIREMENTS  
TOWN OF CHAPEL HILL  
Planning Department**

This application is for minor change to an existing Special Use Permit as defined by Subsection 4.5.4(b)(1-7) of the Land Use Management Ordinance. The following must accompany your application. Failure to do so will result in your application being considered incomplete. For assistance with this application, please contact the Chapel Hill Planning Department at (919)968-2728 or at [planning@townofchapelhill.org](mailto:planning@townofchapelhill.org). For detailed information, please refer to the Description of Detailed Information handout.

x	<b>Application fee</b> ( <a href="#">refer to fee schedule</a> )	Amount Paid \$	12,689.50
	<b>Digital Files</b> - provide digital files of all plans and documents		
	<b>Written Narrative describing the proposal</b>		
	<b>Statement of Justification</b>		
	<b>Copy of recorded Special Use Permit</b>		
	<b>Approved plans and proposed changes to approved plans</b>		
	<b>Reduced Site Plan Set (reduced to 8.5"x11")</b>		

January 27, 2021

Anya Grahn  
405 Martin Luther King Jr. Blvd.  
Chapel Hill, NC 27514

Re: Limited Scope Modification Request for Signature Healthcare SUP

Dear Ms Grahn,

On behalf of Signature Healthcare, we would like to request a Limited Scope Modification Request for the start date of the project. The project which consist of a 9,600 square foot addition and renovation to Signature Healthcare Property at 1602 East Franklin Street. As a result of the COVID Conditions for Healthcare we were not able to start the project within the timeframe that had been approved. We have resubmitted the drawings to Building Inspection for approval and are ready to start as soon as approval has been granted.

Thank you for your consideration of this petition and we would be happy to answer any questions you may have.

Thank You,



Chuck Trimble  
President

**PROJECT NARRATIVE**  
**AND**  
**STATEMENT OF JUSTIFICATION**

**Special Use Permit Modification Application**

**For:**



PIN #9799-14-1643

**Applicant:**

SHC Construction Services, LLC  
12201 Bluegrass Parkway  
Jeffersontown, Kentucky 40299  
(502) 568-7951

**Civil Engineer:**



**Ballentine  
Associates, P.A.**

221 Providence Road  
Chapel Hill, NC 27514  
(919) 929-0481

<u>Issue Dates</u>	<u>Description</u>
23 Nov 2016	SUP Modification Submittal
14 Mar 2017	SUP Mod. Submittal #2
3 May 2017	SUP Mod. Submittal #3



## PROJECT NARRATIVE

Signature HealthCARE of Chapel Hill plans to expand the existing group home facility located at 1602 East Franklin Street. The existing development was approved under a Special Use Permit (SUP) issued in 1979. The property is 5.10 acres and the existing building is 40,046 square feet. Expansion plans will add 9,600 square feet of floor area, bringing the finished building to 49,646 square feet, and because the expansion will add more than 5% to the overall floor area, approval of this SUP modification will be required. The project will also feature an enhanced occupant drop-off and pick-up area at the front, southwest corner of the building. The existing parking lot contains 79 parking spaces. A portion of the existing parking will be removed in order to provide space for the building expansion, while remaining existing parking will be reconfigured and expanded in order to meet current town standards. The new parking area has been designed with the goal of maximizing the preservation of existing specimen and rare trees. To meet Town stormwater requirements, an underground stormwater management facility will be constructed underneath the existing parking lot island to the south of the new building entrance. Existing landscaping will be preserved to the extents practicable and supplemental new landscaping will be provided in order to meet Town requirements.

There are two vehicular access points to the site; with primary access off East Franklin Street, and a connection to a common drive to the east, which terminates at South Elliott Road. These connection points will be maintained, and pedestrian walkway connectivity on the site will be improved to provide for enhanced circulation through and around the site. Existing refuse and recycling will remain in its current location within a bay on the southern side of the building. A dumpster enclosure meeting Town standards will be provided around the existing concrete dumpster pad at the southeast corner of the existing parking area.

Utilities on site, including site lighting will be updated to suit the project needs. No public water or sanitary sewer improvements are anticipated.

**Public Art Proposal** – During the development review process, Signature HealthCARE will consult with the Town of Chapel Hill Public Arts Office for guidance in determining the right project and artist for our site.

## STATEMENT OF JUSTIFICATION

As required by the Land Use Management Ordinance Section 4.5.2 *Standards and Findings of Fact*, in order to receive recommendation of SUP modification approval by the town manager, the following findings shall be made concerning the Signature HealthCARE facility expansion:

1. The proposed Signature HealthCARE facility expansion will be ***designed and operated so as to maintain and promote public health, safety, and general welfare.*** Currently at its Chapel Hill facility, Signature provides health maintenance and recovery services to those in need. In recent years, they have recognized the need for additional space, where short term recovery patients can take advantage of new therapy opportunities on site. Signature HealthCARE is well known for providing exemplary care, and by evolving and expanding their existing building, they can continue to provide a highly functional group care facility in a safe environment for employees, patients and visitors.
2. Proposed modifications to the existing SUP will be designed to ***comply with all required regulations and standards of the Land Use Management Ordinance, including all applicable provisions of articles 3 and 5, and applicable specific standards contained in the supplemental use regulations (article 6), and all other applicable regulations.*** Several examples of compliance are as follows, with one exception to current parking standards:

### ***Compliance with Article 3:***

- The existing *group care facility* use is a permitted use within the existing R-5 zoning district.
- The proposed building expansion will be in compliance with required building setbacks.
- Existing landscape buffers will be maintained or improved so as to meet Town approval.
- The combined expansion & existing building square footage will add up to be less than the allowable floor area for this site under the existing R-5 zoning.
- The existing & proposed parking totals are in compliance with the existing SUP, however these numbers exceed the maximum allowed per the LUMO. The existing SUP states that 104 parking spaces are allowed, while the current LUMO allows for 54 spaces (max. 1 per 2 beds under Group Care Facility). We are asking for an exception to section 5.9 of the LUMO, given that the existing parking count has been found to be sufficient for the existing building's needs for many years. And, given that we are expanding rehabilitation services, we are proposing to increase the parking total by 3 spaces (from 79 to 82).

### ***Compliance with Article 5:***

- Existing landscape buffers will be maintained or improved so as to meet Town approval.
- Stormwater management will be designed to be in compliance with Section 5.4 of the LUMO.
- Bicycle parking will be added to bring the site up to Town standards.

- A noted in the narrative, the new parking area has been designed with the goal of maximizing the preservation of existing specimen and rare trees. There are 50 existing specimen trees, 33 of which will be preserved...and there are 12 rare trees, 11 of which will remain. The one rare tree to be removed is a 26” sweet gum located in the parking island south of the new entrance. Eleven rare willow oaks ranging in size from 30 inches to 54 inches at breast height will remain. Several of these are located along the Franklin Street frontage, with the 54 inch being located to the south of the driveway.
- Tree canopy coverage requirements will be met by a combination of existing trees to remain and proposed new trees.

***Compliance with Article 6:***

- Signature HealthCARE has been in operation (though in the past under different title and management) since the late 1970s. Per GIS research, The Signature HealthCARE facility is currently not located within 500 feet of a zoning lot containing another existing group care facility.
3. The existing facility is ***located*** where it helps to ***enhance the value of contiguous property***, as it is surrounded by businesses on 3 sides, and therefore our employees, patients and visitors help to boost patronage in the area. Likewise, the proposed improvements to the site are ***designed to maintain and enhance the value of contiguous property***, because we will be improving upon our appearance. In support of this finding, it should also be stated that our ***use & development is a public necessity***, because Signature HealthCARE provides a very valuable service to our community.
  4. The development modifications ***conform with the general plans for the physical development of the town as embodied in*** the LUMO, Town Design Guidelines, ***and in the comprehensive plan:***

***Compliance with Town Design Guidelines:***

The existing facility is located near the intersection of Elliott Road & East Franklin Street. The building addition has been designed to be congruous with the existing architectural elements as well as to enhance the appearance of the structure from street and neighboring views.

As noted in the narrative, the project will include an underground stormwater facility, which will be designed to meet the Town Guidelines.

Also as noted in the narrative, the new parking layout has been designed with the goal of preserving many of the large, rare and specimen trees on site. Landscaping will be bolstered to comply with stipulations in the original SUP as well as in accordance with the Town’s design manual.

Vehicular and pedestrian access and circulation will be improved to accommodate the needs of the expanded building. Existing and new parking areas will be designed to meet current Town standards, while walkways will be enhanced to create continuous routes from the building to each site access point (East Franklin Street and the common drive to Elliott Road). In addition, bicycle parking will be provided in compliance with the current design manual, including addition of required enclosed bicycle parking (locations will be finalized with Special Use Permit Modification plans). And, inside the building, shower and locker facilities will be made available to cyclists.

As noted in the Project Narrative, improvements to public water and sewer are not anticipated as part of this project. However, site lighting will be designed to accommodate proposed site amenities.

### ***Compliance with the Comprehensive Plan:***

Below is a brief outline expressing several ways in which Signature Healthcare (SHC) of Chapel Hill does and will continue to embrace & conform to the ideas and themes driving the Comprehensive Plan:

#### *A Place for Everyone*

- The existing facility provides much needed services for everyone, including long-term care and short-term rehabilitation for both residents and local patients.
- The facility expansion will provide additional space, which will bolster SHC's ability to provide essential services to residents and patients, whether local or from out of Town.

#### *Community Prosperity and Engagement*

- Care facilities like SHC of Chapel Hill are crucial to any community's prosperity.
- Community involvement has been and will continue to be a goal of SHC of Chapel Hill.

#### *Facilitate Getting Around*

- Planned improvements to the site will enhance the walkability & bike-ability within the site as well as to and from the site.

#### *Good Places, New Spaces*

- SHC of Chapel Hill is located close to local businesses, including restaurants, Whole Foods, etc.

#### *Nurturing Our Community*

- SHC provides an exemplary working environments; SHC was named as one of Modern Healthcare's 2015 "Best Places to Work in Healthcare."
- The facility's in town location with nearby living opportunities and restaurants helps to reduce vehicular traffic and thus improve air quality.
- To control runoff, stormwater best management practices will be designed for this project.

#### *Town and Gown Collaboration*

- SHC of Chapel Hill provides internship and job opportunities for UNC students and graduates. SHC of Chapel Hill collaborates with UNC hospital.

23 Nov 2016

Ms. Kay Pearlstein  
Town of Chapel Hill Planning Department  
405 Martin Luther King Jr. Blvd.  
Chapel Hill, NC 27514-5705



Subject: Signature HealthCARE of Chapel Hill  
SUP Modification  
Responses to Town Council & CDC Comments

221 Providence Road  
Eastowne Office Park  
Chapel Hill, NC 27514

919/929-0481 Chapel Hill  
919/489-4789 Durham  
919/489-2803 Fax

Dear Kay,

Thank you for assisting us with the review process for the Signature HealthCARE facility expansion. This letter is written to provide responses to both the Town Council and Community Design commission comments. Below please find comments followed by our responses:

**Community Design Commission – 28 June 2016**

1. The majority of the commissioners were in favor of our plans to enhance the existing building and site. A number of members noted that the existing building sits down below the elevation of the adjacent Franklin Street and they were very pleased with the new presence that we are looking to create by enhancing the entrance to the building.

**Response: Acknowledged**

2. Several commissioners pointed out that the rendering we showed at the meeting indicated a much lighter brick than what's currently on the existing building exterior. They asked if we would be changing exterior materials.

**Response: Although exterior materials will not be presented for formal review until the ZCP phase, the intent for the expansion is to match existing exterior materials.**

3. The board asked that we consider revising our plans to show a more interesting building elevation as seen from the Franklin Street perspective.

**Response: We refined building elevation renderings since the 28 June CDC meeting, and as noted below, the updated elevations were well received at our Town Council Public Hearing on 19 Sep 2016. We will present our building elevations to the CDC during the ZCP phase.**

4. We received mixed reviews about our parking layout. The majority of the CDC spoke in favor of our plan based on the intent to minimize impacts to existing rare and specimen trees, while several members asked that we consider shifting our new parking area further east back into our site.

**Response: New parking is configured with the goal to minimize impacts to existing rare and specimen trees, many of which are located further into our site. The area bordering Franklin Street – where we are showing new parking – largely contains vines & kudzu...and smaller trees being choked by the former. New landscaping will be installed to screen the new parking as required by the Town**

**Design Manual. In addition to the parking lot screening, the landscape buffer will be enhanced to include new buffer plantings in place of the vines/kudzu.**

5. The board was in favor of our proposal to provide enhance pedestrian connectivity on site. Chairman Gualtieri asked that we consider limiting what we do to change existing pedestrian and vehicular travel patterns so as not to encourage excessive public traffic through our site.

**Response: We are providing minimal changes to pedestrian connectivity; shifting our existing walkway out to Franklin Street to the south so that it borders our existing driveway. Walkways within the site will be improved to provide enhanced connectivity between parking (existing and new) and building entrances (existing and new).**

**Town Council Public Hearing – 19 Sep 2016**

1. Council Member Palmer mentioned that she was very familiar with the Singature HealthCARE facility, and that she was in favor of the expansion; noting that the double rooms, which Signature intends to reduce or eliminate pose concerns.

**Response: Acknowledged.**

2. Council Member Palmer and others asked that we consider providing an entryway similar to the existing, with an area for patients to sit outside “and engage the public.” Council members liked the enclosed courtyard but suggested that we also consider providing a space for patients to be outside and have the potential to interact with people coming and going from the facility...and/or to simply observe public activity along Franklin Street.

**Response: The new entry area will have a space under a canopy that will be similar to the existing entryway in that it will provide an area for patients and visitors to congregate. In addition, we have revised our plans to show a series of benches/seating areas along the new walkway to the west of the building to provide another space for patients to be outside.**

3. Council Member Parker asked if the entire site would be subjected to new Town rules and regulations put into effect since the original SUP...or would new rules and regulations only apply to proposed improvements. Planning Director, Ben Hitchings noted that typically existing elements are grandfathered.

**Response: Acknowledged, new improvements will be designed to comply with current Town rules and regulations.**

4. Several Council Members discussed an Ephesus Fordham District exhibit as presented by Ben Hitchings, which indicated the potential for a future road connection through our site, essentially from our Franklin Street driveway connection, through our main parking drive aisle, and on to the existing driveway connection toward South Elliott Road. Council members broadly agreed that a public road through our existing site would not be practical. Council Member Gianciolo suggested that we be sure to have good site lines at our Franklin Street driveway. Mayor recommended that we focus are review with the staff on addressing Ephesus Fordham compliance issues such as the roadway shown on the exhibit noted above.

**Response:** Acknowledged, we agree that a public road through our site would not be practical. We are outside of the EF Zoning District, and we are not intending to rezone to EF. If our site were to be redeveloped in the future, our SUP modification should not impact whether this site could be rezoned to EF down the road. We will provide required site triangles at our driveway with ZCP plans.

Please let me know if you feel that I may have left anything out.

Yours very truly,  
BALLENTINE ASSOCIATES, PA



Dave Ballentine

14 Mar 2017

Ms. Kay Pearlstein  
Town of Chapel Hill Planning Department  
405 Martin Luther King Jr. Blvd.  
Chapel Hill, NC 27514-5705

Subject: Signature HealthCARE of Chapel Hill  
1602 East Franklin Street  
Responses to TRT Comments



221 Providence Road  
Eastowne Office Park  
Chapel Hill, NC 27514

919/929-0481 Chapel Hill  
919/489-4789 Durham  
919/489-2803 Fax

Dear Kay,

This letter is written to provide responses to your comments as received on 12 Jan 2017. Below are each of your comments followed by our responses:

### **ENERGY MANAGEMENT PLAN**

1. Although an energy management plan is not required for this development, the applicant is encouraged to submit an energy management plan that highlights efficiency and sustainability features that will provide the property owner with years of utility savings.  
(*Sustainability*)

**Response: A preliminary Energy Management Plan (EMP) has been provided. Although it will not be economically feasible to make significant changes to the energy systems of the existing facility, we understand and agree with the importance of conserving energy, and we are looking to provide energy saving elements that are within our means for this project.**

2. The energy management plan should indicate whether or not a green building standard is being used and whether or not the applicant is pursuing a particular level of certification for that standard (e.g., LEED Gold, SB 668 for State Buildings, EarthCraft House).  
(*Sustainability*)

**Response: A green building standard/certification is not being used/pursued for this project, however elements that fall under green standards are being used in the design.**

3. The energy management plan should describe the expected savings (as a percentage) from both building and site related water conservation measures (e.g., WasterSense fixtures and toilets, xeriscaping, cisterns, graywater reuse, constructed wetland, rain garden, soil and moisture irrigation sensors) (*Sustainability*)

**Response: There are no building or site related water conservation measures proposed for this project.**



4. The energy management plan should indicate how the project will meet the Council policy expectation of an energy performance that is 20% better than ASHRAE 90.1 (e.g., pre and post construction energy models will be used to verify performance). *(Sustainability)*

**Response: It will not be feasible (and it is not a requirement) for this project to meet an energy performance that is 20% better than the most recent version of ASHRAE 90.1**

5. The energy management plan should indicate what forms of sustainable energy are being utilized in this project (e.g., solar hot water, geothermal, solar photovoltaics, radiant heating/cooling, thermal energy storage). *(Sustainability)*

**Response: Signature HealthCARE intends to make use of LED lighting on this project wherever there is an opportunity. In addition, heat recovery HVAC units will be used as noted in the attached EMP.**

6. The energy management plan should indicate what types of carbon offsets or credits are being utilized in this project (e.g., project will purchase carbon offsets from NC GreenPower for common area lighting). *(Sustainability)*

**Response: Carbon offsets or credits are not being utilized for this project.**

7. The energy management plan should describe how the project aims to lower transportation-related energy consumption (e.g., project will build a bus shelter with solar-powered LED lighting). *(Sustainability)*

**Response: Increased bicycle parking options on site should help to reduce transportation related energy consumption.**

8. The energy management plan should describe how the design aims to mitigate the urban heat-island effect (e.g., project will include a vegetative roof). *(Sustainability)*

**Response: The reconfigured parking areas have been designed to minimize impacts to existing trees. Existing and new landscaping will combine to provide parking lot shading and therefore help to mitigate the urban heat-island effect.**

9. The energy management plan should indicate how the site design will enhance water and/or energy conservation (e.g., xeriscaping, tree shading, solar orientation). *(Sustainability)*

**Response: As noted in response to comment #8, existing tree canopies will be preserved to extents practicable...and shading will be supplemented by new plantings.**

10. The energy management plan should indicate if the site is reducing life-cycle and transportation related energy consumption based on its location and previous condition (e.g., brownfield redevelopment, grayfield redevelopment, urban infill). *(Sustainability)*

**Response: This is not a redevelopment project, however the site is a highly central location that is walkable and bikeable to many nearby neighborhoods and businesses, which should help to mitigate transportation related energy consumption.**

11. The energy management plan should describe how the design of the project demonstrates a commitment to long term energy efficiency and reduced greenhouse gas emissions (e.g., durable materials, high-efficiency equipment, xeriscaping). (*Sustainability*)

**Response: The existing building was constructed with a brick façade and the same durable materials will be used on the exterior of the new addition.**

12. The energy management plan should describe how the lighting design will reduce energy consumption (e.g., high efficiency interior/exterior lighting, clerestory, passive solar, photocells, occupancy sensors, automated shades). (*Sustainability*)

**Response: The new clerestory windows at the top of the lobby will provide daylighting, and the cantilevered portecochere roof provides solar protection for all the lobby front glass.**

13. The energy management plan should indicate what percentage of the occupied rooms/office will have direct access to a reasonable amount of natural light. (*Sustainability*)

**Response: The configuration of the existing building and proposed addition will allow for all patient rooms to have window(s) providing natural light. Note that the finished product will have multiple courtyard areas**

14. The energy management plan should describe how the building envelope will reduce energy consumption (e.g., low-e glazing, R-38 insulation in the attic, north-south glazing orientation, thermal massing). (*Sustainability*)

**Response: The new lobby will feature a clerestory window with south facing windows.**

15. The energy management plan should describe how the building materials reduce life-cycle energy costs by their sourcing location/condition (e.g., recycled, locally sourced, certified sustainable, low VOC paints) (*Sustainability*)

**Response: Further consideration will be given to this comment with Zoning Compliance Permit drawings.**

16. The energy management plan should indicate how the mechanical equipment will offer better energy performance than the minimum allowed by code (e.g., SEER 15 HVAC unit, enthalpy wheel). (*Sustainability*)

**Response: Further consideration will be given to this comment with Zoning Compliance Permit drawings.**

17. The energy management plan should describe the various health and safety features that complement the energy efficient design (e.g., carbon dioxide monitors, frequency of air exchanges, access to natural light, low VOC building materials). (Sustainability)

**Response: Further consideration will be given to this comment with Zoning Compliance Permit drawings.**

18. The energy management plan should describe what construction-phase steps will be taken to assure the building will perform as specified (e.g., envelope/duct air leakage test at dried in but unfinished phase, commissioning, etc.) (Sustainability)

**Response: Further consideration will be given to this comment with Zoning Compliance Permit drawings.**

### **RECREATION:**

19. No comments from Parks and Recreation (Parks and Recreation)

**Response: Acknowledged.**

### **FIRE PROTECTION:**

20. AUTOMATIC FIRE SPRINKLER SYSTEM REQUIRED: Town Ordinance 7 - 56. An automatic fire sprinkler system meeting the requirements of NFPA Standard #13 is required to be installed in non-residential construction, as follows. (1) In new non-residential structures if: a. The building has more than 6,000 square feet of floor area; b. Twenty (20) per cent or more of the total floor area is more than two hundred (200) feet of travel distance from the nearest access point for a fire truck; or c. The building exceeds two (2) stories or twenty-four (24) feet in height from the average grade of the lot to the windows on the topmost occupied floor. (2) In a structural addition to a non-residential building of more than six thousand (6,000) square feet where the cost of the addition exceeds fifty (50) per cent of the value of the building. Fire sprinklers are required in the addition. (3) In a non-residential building of more than six thousand (6,000) square feet which is either renovated at a cost greater than fifty (50) per cent of value or which is damaged and rebuilt at a cost greater than fifty (50) per cent of value. In addition, all connections shall be located on the street side of each building, and activation of the sprinkler system shall activate both a local building alarm and a supervisory alarm at a twenty-four (24) hour certified and licensed alarm monitoring service. (Fire)

**Response: The building addition will have an automatic sprinkler system meeting NFPA Standard #13. Connections and alarms will be provided as required.**

21. FIRE HYDRANT LOCATIONS; Indicate the locations of existing and proposed fire hydrants. (Fire)

**Response: Existing fire hydrants are shown on the Area Map. It will be determined at ZCP whether or not new fire hydrants will be required.**

22. FIRE HYDRANTS; The addition of any required hydrants to serve the submitted building must flow a minimum of 2500 gpm per Town Engineering Standards unless approved by the fire code official. The farthest hydrant serving a proposed structure must be no more than 500' distant. A maximum distance of 500' spacing between hydrants must be maintained unless otherwise approved by the fire code official. Lesser spacing distances may be required. A minimum working space of 3' must be maintained around all hydrants. Where hydrants are subject to physical impact, physical protection may be required, NC FPC 2012, 507.5.6. The minimum number of required hydrants and their spacing must meet NC FPC 2012, Appendix C, table C 105.1 (Fire)

**Response: Acknowledged, it will determined at ZCP if new hydrants will be required.**

23. FIRE DEPARTMENT CONNECTIONS, LOCATIONS; Any required FDC's for any buildings shall meet the design and installation requirements for the current, approved edition of NFPA 13, 13D, 13R, or 14 of the NC FPC 2012 and Town Ordinances; 7-38 for location. FDC's shall be installed on the street/ address side of the building and within 100' of a hydrant or unless otherwise approved by the fire code official and shall not be obstructed or hindered by parking or landscaping. FDC's shall be equipped with NST. (Fire)

**Response: Acknowledged, it will determined at ZCP if FDC improvements are required.**

### **CONSTRUCTION/DEMOLITION:**

24. FIRE WATCH; During construction and demolition where hot work, materials subject to spontaneous combustion, or other hazardous construction or demolition is occurring, the owner or their designee shall be responsible for maintaining a fire watch. The fire watch shall consist of at least one person with a means of communicating an alarm to 911, shall have a written address posted in a conspicuous location and shall maintain constant patrols. NC FPC 2012 Section 1404 (Fire)

**Response: Acknowledged.**

25. CONSTRUCTION/DEMOLITION; All Construction and demolition conducted shall be in compliance of the current edition of Chapter 14 of the NC FPC. (Fire)

**Response: Acknowledged.**

**[NO CATEGORY]:**

26. Additional ADA parking spaces are required on this site according to Chapter 11 of the NC Building Code. 20% of the spaces shall meet these standards for rehab facilities.  
(Inspections)

**Response: The renovated facility (like the existing facility) will have a combination of uses including rehab. (approx. 10% of the facility) and primarily group care (approx. 90%). We have calculated ADA parking needs based on the mixture of these uses. We are proposing ADA parking as follows:**

**We applied NC Building Code – Chapter 11 – Table 1106.1 to 75% of the renovated facility’s 82 total parking spaces; 90% of 82 = 74+/- parking spaces; 3 ADA spaces required.**

**We applied Section 1106.4 to the remaining 10% of the renovated facility’s parking spaces: 20% of 8 spaces = 2 ADA spaces.**

**Total required ADA spaces = 5 (incl. 2 van accessible)**

**Note: The existing facility currently has 2 ADA spaces on site, therefore we are increasing the total by 3 spaces.**

27. Accessibility Requirements: That prior to issuance of a Certificate of Occupancy, the applicant shall provide the minimum required handicapped parking spaces and design all handicapped parking spaces, ramps, and crosswalks, and associated infrastructure according to Americans with Disabilities Act standards, North Carolina Building Code, American National Standards Institute (ANSI) Code, and Town standard. Parking - number of spaces to comply with NCBC 2012 section 1106.1, 1 per 6 compliant spaces or portion thereof must be van accessible, No slope to exceed 2% in any direction. Signage per NC requirements, MUT-CD and ICC A 117.1. Curb cuts and accessible routes Per ICC A117.1 2009 Ed. Cross slope limited to 2%, call for inspection before placement of concrete. Slope greater than 5% requires construction as a ramp. (Inspections)

**Response: Acknowledged.**

28. Canopy near front entrance must be at least 13 feet 6 inches clear height (Inspections)

**Response: Acknowledged, we are showing 14 feet 6 inches clear height (refer to exterior elevation 1/A-9).**

29. A single electrical service shall be provided to serve the structure with the exception of the fire pump. Article 230.2 (A) 2014 edition of North Carolina Electric Code. (Inspections)

**Response: Acknowledged.**

30. A zone for fire department ladders and firefighting operations must be provided. This will require all lines to be buried around the structure. Article 225.19 (E) 2014 edition of North Carolina Electric Code (Inspections)

**Response: Acknowledged.**

31. Address numbers must be a minimum of 4 inches high and of contrasting color to their background. Reflective numbers are preferred on front and rear doors. When the distance from the street or fire department access lane to the front or address side of the building exceeds 25 feet, larger numbers are required. 26 feet to 50 feet shall have 8 inch numbers, 51-75 feet shall have 12 inch numbers and over 75 feet shall have 18 inch numbers. Where access is by private means of a private road and the building cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. (Inspections)

**Response: Acknowledged.**

32. Fire sprinklers will be required in the new addition per local ordinance. OWASA requires a lead-free RPZ backflow preventor to protect the potable water. (Inspections)

**Response: Acknowledged.**

33. What is the size of the fuel cell (gallons) on the on-site generator? Will it be expected to pick up emergency circuits in the new 9,000 sf addition? (Inspections)

**Response: The existing generator will be used to power the addition, and it has a new above ground 450 gallon fuel tank.**

34. The Landscape Protection Plan is incomplete. Critical root zones for all trees surveyed must be shown on the plan. (Urban Forestry)

**Response: The Landscape Protection Plan has been revised to show critical root zones for all surveyed trees.**

35. Canopy coverage calculations should be revised to eliminate canopy that does not exist over the Franklin Street right-of-way due to the maintenance of adjacent overhead utility lines. Proposed shade trees can be counted to make up any canopy deficit. (Urban Forestry)

**Response: Upon further review by MDG, the Canopy Coverage Calculations presented on Sheet L-1001 (Landscape Plan), which show 68,220 SF of canopy to remain, did NOT include any of the tree canopy located with the Franklin Street R.O.W. There was an oversight in the drawing-production process by MDG – the shaded area shown on the submitted, revised plan is the area that was used to calculate the SF of 68,220. The previously submitted L-1001 Landscape Plan did not transfer the shading/graphic of the area used to complete the calculations from the draft document to the**

**final Landscape Plan Drawing. The revised PDF shows the canopy area that was used to make these SF calculations, as requested.**

36. We recommend that the applicant submit information on the projected increase in solid waste generated by the proposed increase in floor area. Current service provided by the Town is for 2 dumpsters emptied 3 times per week. (Urban Forestry)

**Response: There will be no or very minimal projected increase in solid waste generated by the proposed increase in floor area, as the bed count will not be increased as a result of the renovations.**

37. We recommend that an area for construction parking, staging and storage be designated on the plan. (Urban Forestry)

**Response: The new parking area will be used for construction parking, staging and storage. A detailed Construction Management Plan will be provided with ZCP.**

38. We recommend that information be submitted regarding the second site for existing dumpsters on the property near the eastern lot line. This location appears to be nonconforming with regard to screening and enclosure. We would also recommend that it be relocated to allow the 6 adjacent proposed parking spaces to be installed outside of the critical root zone for the rare 44 inch Willow Oak which includes slopes 10-15 percent according to the existing conditions plan. (Urban Forestry)

**Response: The existing dumpster pad located near the eastern access will be removed. As recommended, the proposed parking spaces to the south of the eastern access have been shifted toward the property line in order to minimize impacts to existing trees. An existing concrete dumpster pad at the eastern edge of the existing parking area will be improved with a refuse/recycling enclosure per Town standards.**

39. We recommend that non-invasive plant species be substituted for Nandina and Chinese ligustrum. (Urban Forestry)

**Response: As requested, 'Nandina' has been replaced with 'Indian Hawthorne' in the revised plans and plant list. As requested, 'Chinese Ligustrum' has been replaced with 'Diana Camellia'.**

40. In Appendix B "Stormwater Design Calculations, Water Quality Design Volume Calculations, at the end there is a WQV adj calculation (does not pertain to proposed design) and a WQV-provided that do not match the plans and other calculations. Please revise. (Stormwater)

**Response: Per the new NCDEQ Stormwater Design Manual, Section D-1 StormFilter by Contech, minimum design criteria (MDC 1) – sizing for the StormFilter**

**system is in conjunction with upstream closed detention based on designing the system to provide capture and treatment of 75% of the first 1.0" rainfall.**

41. Appendix B Stormwater Design Calculations, 2-year Delta Volume and Bioretention Drawdown Calculations - H0 does not reflect sizing of proposed detention pipes on plan set (plans show 54"; calcs show H0 as 2.5 ft). Please clarify or revise. (Stormwater)

**Response: The 2 year Delta Volume and Drawdown Calculations have been revised:**

- **Corrected title from Bioretention to simply 2-year Delta Draw Down**
- **The 2 yr drawdown volume is at a depth of 30" deep inside the 54" detention (see attached detention pipe incremental area table), and therefore our drawdown calc. has been revised to show Ho as 2.5'.**

42. Appendix B Stormwater Design Calculations, 2-year Delta Volume and Bioretention Drawdown Calculations - Per the BMP manual, H0/2 is recommended to reflect falling head conditions during drawdown. Please revise calculations. (Stormwater)

**Response: Per section 3.5.2 of the 2009-2016 BMP manual, the orifice equation implies that Ho/3 should be used to compute drawdown through an orifice to reflect that head is decreasing as drawdown occurs.**

43. For final plans, please provide means of preventing clogging of the small diameter orifice outlet. (Stormwater)

**Response: Acknowledged.**

44. What is stored in the trailers? Can the storage take place in the main building and trailers removed? (Current Development)

**Response: The Conex trailers are used for storage purposes. These trailers will be removed from the site, and the storage capacity will be replaced inside a shed / accessory structure, which is shown on the Site Plan. Landscape screening for the shed will be provided as required.**

45. Pedestrian crosswalk at south end of property to access existing sidewalk in front of State Employees Credit Union. (Current Development)

**Response: N/A – we are not proposing a walkway along the south side of our driveway in this vicinity and therefore there is no need for a crosswalk.**

46. Ways to create a brighter building along E. Franklin Street? (Current Development)

**Response: We have made efforts to enhance & brighten the building appearance with our new entrance (which adds height), with new landscaping, and with other site improvements. Changes to the existing building design &**



**materials other than what is proposed with this submittal would make the project economically not feasible.**

Please don't hesitate to call me should you have any questions or if you require additional information.

Yours very truly,  
BALLENTINE ASSOCIATES, PA



George J. Retschle, PE, LEED AP  
President

EX  
MB

EX  
NA

*ml*



20150903000177740 DEED  
Bk:RB6011 Pg:11  
09/03/2015 10:47:14 AM 1/7

FILED Mark Chilton  
Register of Deeds, Orange Co., NC  
Recording Fee: \$26.00  
NC Real Estate TX: \$.00

*of*

**GENERAL WARRANTY DEED**

Excise Tax: \$0.00; Exempt per NCGS 105.228.29(6)

Tax Parcel ID No. 9799-14-1643 *DB* Verified by \_\_\_\_\_ County  
on the \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_ By: \_\_\_\_\_

~~Mail/Box to: Ryan Smith, Mayer Brown LLP, 71 S. Wacker, Chicago, IL 60606~~

This instrument was prepared by: Ryan Smith, Mayer Brown LLP, 71 S. Wacker, Chicago, IL 60606

Brief description for the Index: 1602 E Franklin Street, Chapel Hill, NC

THIS DEED (the "Deed"), made this the 1 day of August, 2015, by and between

**GRANTOR: VENTAS REALTY, LIMITED PARTNERSHIP**, whose address is: 10350 Ormsby Park Place, Suite 300, Louisville, KY 40223 (herein referred to as **Grantor**) and

**GRANTEE: CCP CHAPEL HILL 0806 LP**, whose address is: 353 N. Clark, Suite 2900, Chicago, IL 60654 (herein referred to as **Grantee**)

**WITNESSETH:**

For valuable consideration from Grantee to Grantor, the receipt and sufficiency of which is hereby acknowledged, Grantor hereby gives, grants, bargains, sells and conveys unto Grantee in fee simple, subject to the Exceptions and Reservations hereinafter provided, if any, the following described property, located in the City of Chapel Hill, County of Orange, State of North Carolina, more particularly described as follows:

See Exhibit A attached hereto and incorporated herein by reference (the "Property").

RETURN TO: LAND SERVICES USA, INC.  
1 SOUTH CHURCH STREET  
SUITE 300  
WEST CHESTER, PA 19382

Said property having been previously conveyed to Grantor by instrument(s) recorded in Book 1831, Page 578 in the Orange County Public Registry.

TO HAVE AND TO HOLD unto Grantee, together with all privileges and appurtenances thereunto belonging, in fee simple, subject to the Exceptions and Reservations hereinafter and hereinabove provided, if any.

And Grantor hereby warrants that Grantor is seized of the Property in fee and has the right to convey same in fee simple, that title is marketable and is free and clear of encumbrances other than as set forth herein, and that Grantor will forever warrant and defend the title against the lawful claims of all persons or entities whomsoever, subject to the exceptions herein stated.

All or a portion of the Property herein conveyed does not include the primary residence of Grantor.

**THIS DEED and CONVEYANCE** is expressly made subject to: (1) taxes not yet due and payable, (2) all matters shown on Schedule B of the existing owner's title insurance policy described on **Exhibit B** attached hereto, (3) all encumbrances and defects of title arising after the date of the existing owner's title insurance policy that (x) were not created, caused or permitted by the named Grantor, or (y) do not have a material adverse effect on the operation of the Property for its current use on the date this Deed is executed and delivered (including, without limitation, the facility lease, if any), and (4) those matters set forth on the schedules to the assignments of leases related to the Property that are being executed and delivered on or about the date of this Deed.

**GRANTOR WARRANTS** to Grantee that there are no matters affecting the Property that would cause a loss to, or result in a claim against, Grantee as to which matters Grantor has received insurance against such loss or claims by endorsement to its owner's title insurance policy or which Grantor otherwise has received insurance against loss or claims under the terms of its owner's title insurance policy.

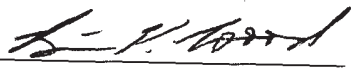
**THE WARRANTIES** and covenants contained herein shall be solely for the benefit of and enforceable by Grantee hereunder and for no other party including heirs, successors and assigns of Grantee and under no circumstances shall such warranties and covenants be deemed to run with the Property conveyed by this Deed. Any claim against Grantor by Grantee shall be limited to the extent of any amounts recovered by Grantor under its title insurance policy on account of such claim.



IN WITNESS WHEREOF, Grantor has executed this Deed as of the day and year first above written.

Ventas Realty, Limited Partnership,  
a Delaware limited partnership

By: Ventas, Inc., its general partner

By:   
Name: **Brian K. Wood**  
Title: **Sr. Vice President & Chief Tax Officer**

Return to:  
Land Services USA, Inc.  
1 South Church Street, Suite 300  
West Chester, PA 19382

**Land Services USA, Inc.**  
Accommodation Recording  
File No. NCPA15-2647  
**THIS DOCUMENT NOT INSURED**

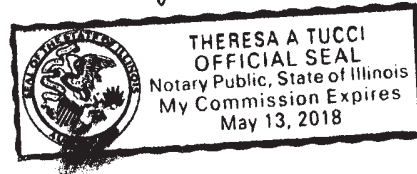


STATE OF Illinois )  
COUNTY OF Cook ) SS.

I, Theresa A. Tucci, the undersigned Notary Public of the County and State aforesaid, do hereby certify that BRIAN K WOOD, being personally known to me, personally appeared before me this day and acknowledged that he/she is the SVP 3 CHIEF TAX OFFICER of VENTAS REALTY, LIMITED PARTNERSHIP a Delaware LIMITED PARTNERSHIP, and that he/she, as SVP 3 CHIEF TAX OFFICER, being authorized to do so, voluntarily executed the foregoing instrument for the purposes therein expressed on behalf of VENTAS REALTY, LIMITED PARTNERSHIP. Witness my hand and official stamp or seal this 7<sup>th</sup> day of August, 2015.

Notary Public: Theresa A Tucci  
Print Name: Theresa A. Tucci  
My Commission Expires: May 13, 2018

Seal/Stamp:



The foregoing Certificate(s) of \_\_\_\_\_  
Is/are certified to be correct. This instrument and certificate are duly registered at the date and time and in the Book and page shown on the first page hereof.

\_\_\_\_\_ Register of Deeds for \_\_\_\_\_ County  
By: \_\_\_\_\_ Deputy/Assistant – Register of Deeds



Exhibit A

Lying and being in Orange County, North Carolina and being more particularly described as follows:

Beginning at an iron pipe situated on the South side of US 15-501A in the Town of Chapel Hill, corner with the property of Jr. W. Thompson, which said pipe is also located 168 feet from the intersection of the center line of Couch Lane with the southern right of way line of said Highway; running thence from said beginning point with Thompson's line South 53°45' East 167.61 feet to an iron pipe in the line of J.N. Couch; running thence North 46°50' East 25.09 feet to an iron pipe; running thence South 62°12' East 277.39 feet to an iron pipe in the line of the property of Graham R. Creal; running thence North 9°34' East 154.32 feet to an iron pipe; running thence South 60°41' East 221.14 feet to an iron pipe in the line of O.R. Yeager; running thence with the Yeager and Proctor property line North 2°45' East 425.23 feet to an iron pipe; running thence North 69°51' West 308.66 feet to an iron pipe in the southern right of way line of US 15-501A; running thence along and with the southern right of way line of said Highway South 43°44' West 503.31 feet to an iron pipe to the point and place of Beginning, and containing approximately 5.096 acres, more or less.

Chapel Hill Rehab & Healthcare Center  
1602 E Franklin St, Chapel Hill, NC  
Site No. 806



Exhibit B

Policy Date: April 30, 2002  
Issuer: First American Title Insurance Company  
Policy No: FA-32-110815

1. Discrepancies, conflicts in boundary lines, shortage of area, encroachments, and any facts that a current survey or inspection of the land would disclose, which are not shown by the public record
2. Rights of parties in possession, as tenants only, under prior unrecorded written leases
3. Liens for materials and labor used for improvements to the land commenced prior to the effective date hereof
4. Covenants, Reservations, Easements and Restrictions appearing of record in Book 307, Page 553 NOTE: Any covenant, condition or restriction indicating a preference, limitation or discrimination based on race, color, religion, sex, handicap, familial status, or national origin are hereby deleted to the extent such covenants, conditions or restrictions violate 42 USC 3604 ( c )
5. Special Use Permit recorded in Book 307, Page 553
6. Easement(s) in favor of the Orange Water and Sewer Authority recorded in Book 364, Page 424
7. Right of way in favor of Duke Power Company recorded in Book 411, Page 467
8. Rights of Vencor Operating, Inc., pursuant to an unrecorded lease, a Memorandum evidencing same being recorded in Book 1730, Page 93, as supplemented and amended by unrecorded Amended and Restated Lease in favor of Vencor Operating, Inc., evidenced by the Memorandum recorded in Book 2257, Page 146
9. Deed of Trust in favor of Bank of America, N.A., as Administrative Agent, recorded in Book 2052, Page 1, in the Orange County Registry as amended and restated by Amended and Restated Deed of Trust and Security Agreement in favor of Bank of America, N.A., dated April 17, 2002, recorded in Book 2574, Page 220, Orange County Registry
10. Assignment of Leases and Rents in favor of Bank of America, N.A., as Administrative Agent, recorded in Book 2052, Page 38 in the Orange County Registry as amended and restated by that certain Amended and Restated Assignment of Leases and Rents among Ventas Realty Limited Partnership and Bank of America, N.A., as administrative agent recorded in Book 2574, page 248
11. UCC Financing Statement in favor of Bank of America, N.A., as Administrative Agent, recorded at UCC File No 2000-292 in the Orange County Registry
12. Subordination, Non-Disturbance and Attornment Agreement between Vencor, Inc , Vencor Operating. Inc and Ventas Realty Limited Partnership and Bank of America, N.A., recorded in Book 2257, Page 156



13. Senior leasehold deed of trust from Vencor Operating, Inc in favor of Morgan Guaranty Trust Company of New York recorded in Book 2257, Page 168 (Affects Leasehold Only)
14. Second priority leasehold deed of trust from Vencor Operating, Inc in favor of Morgan Guaranty Trust Company of New York recorded in Book 2257, Page 220 (Affects Leasehold Only)
15. UCC Financing Statement in favor of Morgan Guaranty Trust Company of New York recorded at UCC File No 2001-520 (Affects Leasehold Only)
16. UCC Financing Statement in favor of Morgan Guaranty Trust Company of New York recorded at UCC File No 2001-521 (Affects Leasehold Only)
17. UCC Financing Statement in favor of Morgan Guaranty Trust Company of New York recorded at UCC File No 2001-519 (Affects Leasehold Only)
18. UCC Financing Statement in favor of Morgan Guaranty Trust Company of New York recorded at UCC File No 2001-527 (Affects Leasehold Only)
19. UCC Financing Statement in favor of Morgan Guaranty Trust Company of New York recorded at UCC File No 2001-518 (Affects Leasehold Only)
20. UCC Financing Statement in favor of Morgan Guaranty Trust Company of New York recorded at UCC File No 2001-525 (Affects Leasehold Only)
21. UCC Financing Statement in favor of Morgan Guaranty Trust Company of New York recorded at UCC File No 2001-524 (Affects Leasehold Only)
22. UCC Financing Statement in favor of Morgan Guaranty Trust Company of New York recorded at UCC File No 2001-523 (Affects Leasehold Only)
23. UCC Financing Statement in favor of Morgan Guaranty Trust Company of New York recorded at UCC File No 2001-528 (Affects Leasehold Only)
24. UCC Financing Statement in favor of Morgan Guaranty Trust Company of New York recorded at UCC File No 2001-522 (Affects Leasehold Only)





## TOWN OF CHAPEL HILL

ORANGE COUNTY

NORTH CAROLINA

SPECIAL USE PERMIT

KNOW ALL MEN BY THESE PRESENTS, that the undersigned property owner(s) Hillhaven, Incorporated having applied to the Town of Chapel Hill for a Special Use Permit for the use and development of the property hereinafter described, the same was granted by the Town of Chapel Hill on November 13, 1978, the terms of which are as follows:

NAME OF PROJECT: Hillhaven Nursing Home

TYPE OF SPECIAL USE: Nursing Home

NAME OF DEVELOPER: Hillhaven, Inc.

DESCRIPTION OF PREMISES

LOCATION: 1602 East Franklin Street

TAX MAP REFERENCE: Chapel Hill Township Tax Map 46, Block B, Lot 4

AREA OF PROPERTY: approximately 5.1 acres

DESCRIPTION OF DEVELOPMENT

NUMBER OF BUILDINGS: 2 NUMBER OF DWELLING UNITS: 56

FLOOR AREA: NA NUMBER OF PARKING SPACES: 104

SPECIAL TERMS AND CONDITIONS

Refer to plans dated August 11, 1978 and approved by the Board of Aldermen on November 13, 1978 subject to the following:

Traffic and Safety

1. That a paved sidewalk be constructed between 1) the nursing facility and Elliott Road, 2) the residential structure and Elliott Road, and 3) the nursing facility and the proposed sidewalk along Franklin St.
2. That all sidewalks be constructed in compliance with the North Carolina Handicapped Code for wheelchair access.
3. That markings and/or warning signals be provided where paved sidewalks cross internal streets. Such markings or devices shall be approved by the Town Manager.
4. That a paved access drive from Elliott Road be provided.
5. That the access drive at Elliott Road be appropriately signed to indicate its restricted use for nursing home residents and their guests.
6. That one parking space for each residential unit be provided.
7. That the proposed sidewalk along Franklin Street be paved to Town standards.

Appearance

8. That detailed architectural elevations, and a site plan showing the location of landscaped areas, signs, lighting and other site elements be submitted to and approved by the Appearance Commission prior to issuance of a building permit.
9. That a detailed landscape/planting plan including detailed sign and lighting plans be submitted to and approved by the Appearance Commission prior to issuance of a certificate of occupancy.

(continued)

## Hillhaven Special Use Permit Stipulations (continued)

10. That the bulk trash containers be screened and that this screening be shown on the detailed landscape/planting plan.
11. That any and all planting which dies during the life of the special use permit be replaced with planting of the same species and approximately the same size by the end of the next planting season.
12. That the off-street parking area be screened from the abutting properties to the north, west and south by a solid six-foot high screen consisting of vegetation and/or fencing. The detailed design of such screen shall be shown on the landscape plan.
13. That as much significant planting as possible be retained and that such planting be shown on the landscape plan. Existing planting shall be protected during construction by appropriate fencing or barriers. Provisions for such protection shall be shown on the landscape plan.
14. That paved areas be set back as far as possible from trees to be retained.
15. That the applicant identify on the landscape plan those trees which require a tree feeder system to ensure the continued provision of proper tree nourishment, including adequate water, air, and nutrients to the root system of said trees. The design specifications for such a tree feeder system and the proposed specifications for its installation shall be shown on the landscape plan, and shall be reviewed and approved as part of the landscape plan.

Other Stipulations

16. That a drainage plan be submitted to and approved by the Town Manager prior to issuance of a grading permit or building permit. Improvements included in the drainage plan shall be completed prior to issuance of a certificate of occupancy.
17. That provision for garbage collection be approved by the Town Manager.
18. That construction begin by December 1, 1980 and be completed by December 1, 1982.
19. That fire hydrants as required by the Town Manager be provided within the proposed development. The number, location, and installation of such hydrants shall be approved by the Town Manager.
20. That the applicant provide open space for the residential units, as required by ordinance, of not less than 1,200 square feet per dwelling unit.
21. That there be no left-turn access onto Franklin Street.
- ✓22. And that the residential structure contain not more than 56 units.

\* \* \* END \* \* \*

NORTH CAROLINA  
ORANGE COUNTY

IN WITNESS WHEREOF, the Town of Chapel Hill has caused this instrument to be executed in its name as evidence of the issuance of said permit, and the undersigned being all of the property owners of the property above described, have executed this instrument in evidence of their acceptance of said Special Use Permit as a covenant running with the land.

ATTEST

David B. Roberts  
Town Clerk

The Town of Chapel Hill

BY [Signature]

ACCEPTED

\_\_\_\_\_  
Owner (Seal)

\_\_\_\_\_  
Owner (Seal)

ATTEST

[Signature]  
Secretary

David R. Betz  
Corporate Name  
BY President  
Title

NORTH CAROLINA  
ORANGE COUNTY

I, Maria Langford, a Notary Public in and for said County and State do hereby certify that [Signature], Town Manager of the Town of Chapel Hill, and David B. Roberts, Town Clerk, duly sworn says each for himself that he knows the corporate seal of the Town of Chapel Hill and that the seal affixed to the foregoing instrument is the corporate seal of the Town of Chapel Hill, that [Signature], Town Manager of said Town of Chapel Hill, and David B. Roberts, Town Clerk for the Town of Chapel Hill, subscribed their names thereto; that the corporate seal of the Board of Aldermen, and that said instrument is the act and deed of the Town of Chapel Hill.

IN WITNESS WHEREOF, I have hereunto set my hand and Notarial Seal this the 5th day of January, 19 79.

[Signature]  
Notary Public  
My commission expires: 7-14-80

NORTH CAROLINA  
ORANGE COUNTY

I, \_\_\_\_\_, a Notary Public in and for said State and County do hereby certify that \_\_\_\_\_ owners, personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

WITNESS my Hand and Notarial Seal, this the \_\_\_\_\_ day of \_\_\_\_\_, 19 \_\_\_\_.

\_\_\_\_\_  
Notary Public  
My commission expires: \_\_\_\_\_

Washington  
NORTH CAROLINA  
ORANGE COUNTY

THIS 23rd day of January, 19 79, personally came before me, Mary K. Kirk, a Notary Public of Orange County, North Carolina, who being by me duly sworn, says that he knows the common seal of the [Signature], and is acquainted with David R. Betz, who is President of said corporation and he, [Signature], who is Secretary of said corporation, and saw the President sign the foregoing instrument and he, the said secretary, signed his name in attestation of the execution of said instrument in the presence of said President of said corporation.

WITNESS my Hand and Notarial Seal, this the 23rd day of January, 19 79.

[Signature]  
Notary Public  
My commission expires: 2/11/82



### 1. Site Preparation Wastes (landclearing, demolition, deconstruction)

During site preparation for a project the amount of waste destined for a construction waste landfill or an inert debris landfill should be minimized or diverted for reuse or recycling. Many materials can be reused, recycled, or salvaged, provided that materials are kept separate. This approach may also reduce overall project waste disposal costs. **Regulated Recyclable Materials (clean wood waste, scrap metal and corrugated cardboard) generated in Orange County must be recycled.** During demolition activities, metal and wood are often not “reasonably possible to separate” or doing so may present health and safety concerns (asbestos, lead paint, etc.). In these cases only, are regulated materials not required to be separated for recycling. Consider whether the following materials will be generated on this project, *in any quantity*, and indicate the management method(s).

<input checked="" type="checkbox"/> 1. Trees and Plant Materials:	
<input type="checkbox"/>	No tree/plant wastes will be produced (proceed to # 2)
<input checked="" type="checkbox"/>	Tree waste will be salvaged as timber, mulch, or boiler fuel
<input type="checkbox"/>	Valuable plants will be removed for replanting
<input checked="" type="checkbox"/>	Landclearing and inert debris landfill (LCID)
<input type="checkbox"/>	Construction and demolition debris landfill (C&D)
<input type="checkbox"/>	Other (specify):

<input checked="" type="checkbox"/> 2. Dirt, Rock, Clean Fill, Inert materials to be removed from site:	
<input type="checkbox"/>	No inert materials will be removed from the site (proceed to # 3)
<input type="checkbox"/>	Site Needs Fill
<input checked="" type="checkbox"/>	Will be hauled to site needing fill.
<input type="checkbox"/>	Construction and demolition debris landfill (C&D)
<input type="checkbox"/>	Landclearing and inert debris landfill (LCID)
<input type="checkbox"/>	Other (specify):

<input checked="" type="checkbox"/> 3. Asphalt Paving:	
<input type="checkbox"/>	No asphalt wastes will be produced (proceed to # 4)
<input type="checkbox"/>	Recycled at asphalt-paving producer
<input type="checkbox"/>	Used on or off site. Describe use:
<input checked="" type="checkbox"/>	Disposed in an approved landfill (Orange County Landfill charges no tipfee if clean)
<input type="checkbox"/>	Other (specify):

<input checked="" type="checkbox"/> 4. Concrete, Brick, Block, other Aggregate materials:	
<input type="checkbox"/>	No aggregate materials will be removed from the site (proceed to # 5)
<input type="checkbox"/>	Recycled as scrap at an aggregate producer
<input type="checkbox"/>	Used on or off site: Describe use:
<input checked="" type="checkbox"/>	Construction and demolition debris landfill (C&D)
<input type="checkbox"/>	Landclearing and inert debris landfill (LCID)
<input type="checkbox"/>	Other (specify):

<input checked="" type="checkbox"/> <b>5. Metal Scrap</b> (metal wastes are required by ordinance to be recycled)	
<input type="checkbox"/>	No metal waste will be produced (proceed to # 6)
<input type="checkbox"/>	Segregated for on-site recycling collection
<input checked="" type="checkbox"/>	Recycle at Orange County Landfill (no tip fee charged)
<input type="checkbox"/>	Segregated for hauling to scrap dealer by general contractor
<input type="checkbox"/>	Segregated for hauling to scrap dealer by sub-contractor
<input type="checkbox"/>	Certified Commingled Recycling Facility
<input type="checkbox"/>	Other (specify):

<input checked="" type="checkbox"/> <b>6. Clean Wood Wastes</b> (clean wood wastes are required to be recycled)	
<input type="checkbox"/>	No clean wood wastes will be produced (proceed to # 7)
<input type="checkbox"/>	Segregated for on-site recycling collection
<input checked="" type="checkbox"/>	Recycle at Orange County Landfill (reduced tip fee charged)
<input type="checkbox"/>	Saved and used on future jobs
<input type="checkbox"/>	Separated for private salvage or charity
<input type="checkbox"/>	Certified Commingled Recycling Facility
<input type="checkbox"/>	Other (specify):

<input checked="" type="checkbox"/> <b>7. Demolition/Salvage of Buildings or Structures on the Site:</b>	
<input type="checkbox"/>	No structure(s) will be removed (proceed to Construction Waste section)
<input checked="" type="checkbox"/>	Structure(s) must be removed. Please describe (include square footage for each structure): Several entry canopies & portions of the building soffit to be demolished.
If any structure described above is greater than 500 ft <sup>2</sup> , it must be assessed for deconstruction possibilities. Please call Solid Waste Staff at (919) 968-2788 x107 or x109 to arrange an assessment.	
Could the structure(s) be moved from the site?	YES <input type="radio"/> <input checked="" type="radio"/> NO <input type="radio"/> Don't Know <input type="radio"/>
Has the sale or donation of the structures been considered? Please explain: Yes, but no feasible sale or donation has been identified.	YES <input type="radio"/> <input checked="" type="radio"/> NO <input type="radio"/>
How will the structure be removed otherwise? Demolition.	
What is the timetable on removal of the structure(s)? Immediately upon approval of required permits.	
Are there salvageable materials (hardwood floors, fixtures, molding, that can be removed for reuse prior to demolition)? If Yes, Please list (use a separate sheet if necessary):	YES <input type="radio"/> <input checked="" type="radio"/> NO <input type="radio"/> Don't Know <input type="radio"/>
Have, or will, these materials been offered for sale or donation?	YES <input type="radio"/> <input checked="" type="radio"/> NO <input type="radio"/>

## 2. Construction Wastes

During the construction phase there are multiple options for recycling building materials. **Regulated Recyclable Materials (clean wood waste, scrap metal and corrugated cardboard) generated in Orange County must be recycled.** Although other materials are not required to be recycled, you are highly encouraged to do so. One of the best methods of recycling is to separate the materials on the jobsite. You may also combine materials for delivery to a certified recycling facility. Specifying waste reduction/recycling practices on a project will assure better performance.

<input checked="" type="checkbox"/> 1. Clean Wood Wastes (clean wood wastes are required by ordinance to be recycled)	
<input type="checkbox"/>	No clean wood wastes will be produced (proceed to # 2)
<input type="checkbox"/>	Segregated for on-site recycling collection
<input checked="" type="checkbox"/>	Recycle at Orange County Landfill (reduced tip fee charged)
<input checked="" type="checkbox"/>	Saved and used on future jobs
<input type="checkbox"/>	Separated for private salvage or charity
<input type="checkbox"/>	Certified Commingled Recycling Facility
<input type="checkbox"/>	Other (specify):

<input checked="" type="checkbox"/> 2. Metal Scrap (metal wastes are required by ordinance to be recycled)	
<input type="checkbox"/>	No metal waste will be produced (proceed to # 3)
<input type="checkbox"/>	Segregated for on-site recycling collection
<input checked="" type="checkbox"/>	Recycle at Orange County Landfill (no tip fee charged)
<input type="checkbox"/>	Segregated for hauling to scrap dealer by general contractor
<input type="checkbox"/>	Segregated for hauling to scrap dealer by sub-contractor
<input type="checkbox"/>	Certified Commingled Recycling Facility
<input type="checkbox"/>	Other (specify):

<input checked="" type="checkbox"/> 3. Concrete, Brick, Block, other Aggregate materials:	
<input type="checkbox"/>	No aggregate materials will be removed from the site (proceed to # 4)
<input type="checkbox"/>	Recycled as scrap at an aggregate producer
<input type="checkbox"/>	Used on or off site: Describe use:
<input checked="" type="checkbox"/>	Construction and demolition debris landfill (C&D)
<input type="checkbox"/>	Landclearing and inert debris landfill (LCID)
<input type="checkbox"/>	Other (specify):

<input checked="" type="checkbox"/> 4. Corrugated Cardboard (cardboard wastes are required to be recycled)	
<input type="checkbox"/>	No cardboard waste will be produced (proceed to # 5)
<input type="checkbox"/>	Segregated for on-site recycling collection
<input checked="" type="checkbox"/>	Recycle at Orange County Landfill (no tip fee charged)
<input type="checkbox"/>	Segregated for hauling to paper dealer by general contractor
<input type="checkbox"/>	Segregated for hauling to paper dealer by sub-contractor
<input type="checkbox"/>	Certified Commingled Recycling Facility
<input type="checkbox"/>	Other (specify):

<b><input checked="" type="checkbox"/> 5. Drywall</b>	
<input type="checkbox"/>	No drywall waste will be produced (proceed to # 6)
<input type="checkbox"/>	Segregated for on-site recycling collection
<input type="checkbox"/>	Used on site as agricultural supplement
<input checked="" type="checkbox"/>	Disposed in an approved landfill
<input type="checkbox"/>	Certified Commingled Recycling Facility
<input type="checkbox"/>	Other (specify):

<b><input checked="" type="checkbox"/> 6. Other Materials</b>	
<input type="checkbox"/>	No other wastes will be produced (proceed to # 7)

Please specify other wastes that will be produced and how they will be managed:

Plastics (including vinyl and shrink-wrap):
Carpet and padding:
Shingles:
Fixtures (sinks, tubs, lighting, etc):
Other (specify): All materials generated by demo shall be disposed of in an approved landfill, or recycled if appropriate.
Other (specify):
Other (specify):

<b>7. Bulk Containers (Dumpsters)</b>	
County ordinance requires that any bulk waste container be labeled to define what materials are intended or prohibited from being deposited in them and be serially numbered. Hauling Licenses are required for vehicles greater than 9000 GVW in Orange County. Ensure that your waste haulers is licensed. You may contact Orange County Solid Waste for a list of licensees at (919) 968-2788 x107 or x109.	
<input checked="" type="checkbox"/>	There will be one or more bulk containers at the site for construction wastes.
<input type="checkbox"/>	Contractors will be required to remove own wastes without the use of bulk containers.
<input type="checkbox"/>	Corral or similar system will be used.



### 3. Recycling After Occupancy

Depending on the eventual use of the structure, different waste materials will be produced and available for recycling. Recyclable materials must be separated into categories based on collection methods.

#### **PLANNING REQUIREMENTS:**

- Indicate location of all bulk waste containers for refuse and recycling. Plan must show location of all containers, even if using existing refuse/recycling enclosures. Standard details/notes for any of the following are available from Orange County Solid Waste Management (919-968-2788 x107 or x109).
- All refuse/recycling containers are required to be on concrete pads.
- Provide a detailed and scaled plan of all bulk waste containers areas that show: each container labeled, required screening, lighting, overhead clearances, bollards, and concrete pad.
- Indicate whether refuse/recycling area will be gated. Any doors/gates will need retainers to be latched open for refuse/recycling collection.
- Ensure adequate collection vehicle access to all containers for deposit and collection. Access templates are available from Orange County Solid Waste Management.
- Sharing of exterior recycling locations is acceptable if a joint access/shared-use agreement is filed and the deeds of all properties amended.

<input checked="" type="checkbox"/> Check materials that will be generated once the structure is ready for occupancy:	
X	Standard: glass bottles, metal cans, newspaper, glossy magazines, #1 plastics, #2 plastics
X	Corrugated Cardboard (not including waxed or single layer cardboard)
X	Mixed Paper: junk mail, cereal boxes
X	Office Paper: white or colored copy paper, confidential papers
X	Restaurant: food wastes, cooking oil, disposable dining ware
X	Other Plastics: #5, #7
	Business specific wastes (please describe):
	<b>Note: No anticipated change in generated materials from existing occupancy &amp; conditions</b>

#### **Cardboard Recycling Requirement**

Orange County Ordinance requires recyclable corrugated cardboard to be kept separate from all other refuse. All developments must provide for cardboard recycling. If the facility's garbage will be collected from a bulk container (dumpster), a second waste container is likely to be required for cardboard. Public recycling drop-off sites can accommodate a very limited amount of commercial use (no > 50 boxes per week).

	Site Plan includes space for cardboard recycling container on Sheet # <u>C0101 Ex. Conditions</u>
	Corrugated Cardboard will be handled in an alternate manner. Description Required:

#### Collection Type: This project will be served by the following collection methods. Check all that apply.

	<b>Exterior individual or cooperative-use bulk waste container site.</b> May be suitable for apartment complexes, restaurants, places of worship, educational facility, office building, retail/office/restaurant combinations
X	Garbage dumpster <b>Existing</b>
	Garbage compactor
X	Cardboard dumpster <b>Existing</b>
	Cardboard compactor
X	Recycling carts for glass, cans, plastic bottles, newspaper, magazines, office paper (co-mingled) <b>Existing</b>
	Cooking grease rendering container (required for any commercial kitchen facility)
	Food waste collection container (If qualify based on volume; contact OCSW staff for details of program)
	<b>Standard "curbside" recycling collection.</b> May be suitable for single-family developments and subdivisions, including some duplex, triples, and townhome developments.



**Ballentine  
Associates, P.A.**

221 Providence Road  
Eastowne Office Park  
Chapel Hill, NC 27514

919/929-0481 Chapel Hill  
919/489-4789 Durham  
919/489-2803 Fax

23 Nov 2016

**SIGNATURE HEALTHCARE FACILITY EXPANSION  
*Preliminary TRANSPORTATION MANAGEMENT PLAN (TMP)***

***BACKGROUND:*** Signature HealthCARE of Chapel Hill is an existing 1-story, 40,646 sf group care facility. Current plans to expand the facility include an additional 9,600 of building and square footage, and reconfigured parking and pedestrian routes.

**OBJECTIVES OF TMP:** This preliminary program is designed to decrease the amount of traffic generated by the Signature HealthCARE facility expansion by promoting policies that will result in the reduced use of automobiles, particularly single occupant vehicles, and support the Town's efforts to reduce carbon emissions, while promoting wellness through use of transit, bicycle and pedestrian movement. This TMP is primarily oriented toward employees, however it will also provide options for patients and visitors to the facility.

**ADMINISTRATION AND REPORTING**

**1.1 Go Chapel Hill Transportation Management Plan Coordinator:** A Go Chapel Hill Transportation Management Site Coordinator will be designated by the leaseholder LP, Chapel Hill, LLC and the Coordinator will be responsible for administering, communicating, and reporting the plan and surveys to the individual Go Chapel Hill business and agency coordinators located in the building.

**1.2 Responsibilities of Coordinator:**

1. Promote participation in the Go Chapel Hill Transportation Management Plan Program;
2. Provide individual business/agency name, coordinators name and contact information including email, address and phone number to the Town's TDM Coordinator;
3. Forward information sent by the Town to those located at the Signature HealthCARE site.
4. Conduct biannual Go Chapel Hill Mobility Business and Employee surveys. This survey form, provided by the Town of Chapel Hill, will show travel behavior of employees;
5. Prepare and submit an annual report on the status and implementation of the Transportation Management Plan;
6. Attend Town Go Chapel Hill Transportation Demand Management Active Business annual training workshop.

### 1.3 Reporting Dates:

1. The coordinator will need to submit an Occupancy Survey (provided by the Town of Chapel Hill) within 90 days of issuance of the Certificate of Occupancy.
2. The Transportation Coordinator will also be responsible for submitting the annual report and employee surveys to the Town of Chapel Hill by September 30th of each survey year.

### 1.4 Plan Goals:

1. Quantifiably reduce the use of Single Occupancy Vehicles (SOVs).
2. Promote the use of the available local transportation alternatives.
3. Educate employees on alternatives available to traveling by SOV.
4. Encourage pedestrian and bike traffic around Chapel Hill.

### 1.5 Plan Components:

The Transportation Management Plan will include a variety of incentives designed to encourage the use of alternative modes of transportation and reduce total vehicle trips by use of the following components:

#### 1. A Transportation Coordinator will communicate and promote alternate modes of transportation including:

- Transit
    - Patients & employees will be given the nearest Bus Shelters locations
    - Schedules, maps, etc. will be made available to patients, visitors & employees for Chapel Hill Transit, Triangle Transit and PART
  - Pedestrian Movement
    - Sidewalk construction – new sidewalks will be added to improve pedestrian flow throughout the site and to maintain connections to walkways inside the public right-of-way.
    - Tenant/employee awareness on nearby housing, business, dining facilities, etc.
  - Bicycle Use - Bicycle racks will be provided for employees and patrons
    - 80% Class I spaces
    - 20% Class II spaces
  - Car Pooling and Rideshare programs
    - Tenants/employees will be encouraged to car pool with others to minimize the use of SOV's as they travel to and from work.
    - Information on TTA RideShare Programs will be made available to tenants & employees and the use of these programs will be encouraged.
  - Tenant/Employee Wellness and Transportation
    - Wellness information packets will be available for employees
    - Information packets will be updated annually
2. **Occupancy Survey** – The Coordinator will submit an Occupancy Survey to the Town within 90 days after issuance of Certificate of Occupancy;
  3. **Annual Report** – The Coordinator will submit an updated Transportation Management Plan Report annually.

4. **Surveys** – The Coordinator will submit Go Chapel Hill Mobility Business and Employee Surveys during survey years.
5. **Trip Reduction Measures** – Trip reduction measures will be implemented to gradually attain the goals of the program.
6. **Incentives Programs:** The following additional measures and incentives will be included in the Signature HealthCARE TMP to assist in achieving the TMP's Goals:
  - Promote transit use, distribute transit service schedule and other information.
  - The facility will contain shower facilities to encourage employees & visitors to bike or walk to work and to exercise during meal break hours;
  - The Coordinator will work with employees to set up ride sharing match-up programs;
  - A transit information display will be installed and maintained at a central location near the building lobby.
  - Other measures:
    - The Coordinator will work with merchants in the nearby Village Plaza, Eastgate Crossing, University Place, and other nearby areas to promote local businesses (restaurants, hotels, etc.); in an effort to encourage employees, patients & visitors to walk or bike (when able) to these facilities for meals and other services, including nearby hotel accommodations for out of town visitors;
    - Join air quality coalition;
    - The Coordinator will encourage direct deposit of paychecks in tenant communications;
    - The Coordinator will encourage employee use of mailroom facilities.



## **Ballentine Associates, P.A.**

221 Providence Road  
Eastowne Office Park  
Chapel Hill, NC 27514

919/929-0481 Chapel Hill  
919/489-4789 Durham  
919/489-2803 Fax

14 March 2017

### **SIGNATURE HEALTHCARE FACILITY EXPANSION *Preliminary ENERGY MANAGEMENT PLAN (EMP)***

**BACKGROUND:** *Signature HealthCARE of Chapel Hill is an existing 1-story, 40,646 sf group care facility. Current plans to expand the facility include an additional 9,600 of building and square footage, and reconfigured parking and pedestrian routes.*

**OBJECTIVES OF THE EMP:** This preliminary program is designed to reduce/conservate energy to the extents practicable in association with this expansion project. Below is an outline and description of site design elements and strategies being implemented and/or considered:

Note:

- It will not be feasible (and it is not a requirement) for this project to meet an energy performance that is 20% better than the most recent version of ASHRAE 90.1.
- A green building standard/certification is not being used/pursued for this project, however elements that fall under green standards are included in the design and/or are under consideration.

#### **SITE EMP FEATURES:**

1. A Stormwater Control Measure (SCM) designed to meet the latest NCDWQ Minimum Design Criteria, will be used to treat & remove total suspended solids for the first 1" of precipitation from the project's net increase of impervious areas.
2. Increased bicycle parking options on site should help to reduce transportation related energy consumption.
3. The reconfigured parking areas have been designed to minimize impacts to existing trees. Existing and new landscaping will combine to provide parking lot shading and therefore help to mitigate the urban heat-island effect.
4. New LED powered site lighting shall be provided.
5. Energy efficient heating and air conditioning units will be used on the addition (HVAC units recover energy from exhaust air).
6. Energy efficient natural lighting will be provided in the lobby through a new clerestory window above the new entrance.
7. The new cantilevered porte-cochere roof will provide solar protection for the south facing lobby glass.



**Ballentine  
Associates, P.A.**

# Storm Water Impact Analysis

For

## Signature HealthCARE of Chapel Hill Facility Expansion

1602 East Franklin Street  
Chapel Hill, North Carolina

(PIN: 9799-14-1643)

Prepared by:

**Ballentine Associates, P.A.**

Consulting Engineers  
221 Providence Road  
Chapel Hill, NC 27514  
(919) 929-0481

BA Project # 116009.00



<u>Issue Dates</u>	<u>Description</u>
23 Nov 2016	SUP Mod. Submittal
3 Mar 2017	SUP Mod. Submittal #2

## Project Overview:

Signature HealthCARE of Chapel Hill is an existing group home facility with plans to expand their existing building in order to accommodate the evolving needs of their patients. The existing development was approved under a Special Use Permit (SUP) issued in 1978, and because the expansion will add more than 5% to the overall floor area, Town of approval of an SUP modification is required. In addition to the increase in square footage, the expansion will include an enhanced occupant drop-off and pick-up area at the front, southwest corner of the building. The building will be expanded toward Franklin Street in an area where there is currently a paved parking lot. In order to maintain the parking space count necessary to accommodate the facility, a new parking area will be constructed near the western corner of the site.

## Existing Site Description:

The site is located at 1602 East Franklin Street on an irregular shaped parcel that generally slopes from the Franklin Street frontage on the northwest side of the property down to the southeast. The existing one-story group home building, parking areas and walkways make up a total of 96,689 square feet (2.220 acres) of impervious surface.

No streams or water bodies exist on site. The site lies in the Upper New Hope basin, as depicted in NCDENR's Jordan Lake Nutrient Strategy Nonpoint Source Delivery Factors Map (see appendix A).

A copy of FIRM map 3710979900K is included in Appendix A and confirms that no portion of the site lies within a special flood hazard area.

The NRCS Soils Survey map included in Appendix A shows that 99% of the soils on site are WwC, White Store-Urban land complex (2 to 8% slopes), which belongs to hydrologic soils group "D", while 1% are AuC, Appling-Urban land complex (2 to 10% slopes), which belongs to hydrologic soils group "B".

## Proposed Project Description:

The expansion will add 9,600 square feet of floor area, bringing the finished building to 49,646 square feet. The project will also feature an enhanced occupant drop-off and pick-up area at the front, southwest corner of the building. A portion of the existing parking will be removed in order to provide space for the building expansion, while remaining existing parking will be reconfigured and expanded in order to meet current town standards. The site currently includes 97,381 square feet (2.236 AC) of impervious cover. Approximately 18,484 square feet (0.424 AC) of existing impervious parking and walkways will be demolished, while the proposed improvements will ultimately result in a post-developed impervious cover of 113,336 SF (2.602 AC) within the site's Net Land Area, which represents a net increase of 15,955 SF (0.366 AC) over existing conditions.

## Stormwater Management Requirements:

This project must meet the town of Chapel Hill's current stormwater requirements, which include:

### Water Quality Requirements:

- Net increase of impervious surfaces shall be treated for 85% total suspended solids (TSS) removal for first 1" of precipitation from net increase in impervious areas.

### Detention Requirements:

- Post-developed peak flows cannot exceed pre-developed peak flows during the 1, 2, and 25-year storms.
- The increase in runoff volume ("Delta") for the 2-year, 24-hour storm (3.6" depth) must be managed. (i.e. released over a 2-5 day period).

## Proposed Stormwater Management:

### Water Quality Treatment:

The project as proposed includes one Stormwater Control Measure (SCM) to provide the required water quality treatment. The proposed SCM is a Storm Filter system (including underground WQV Detention) which is designed according to the new NCDWQ Stormwater Design Manual. The manner in which the Storm Filter provides the required water quality treatment is described below:

- 85% TSS Removal – The proposed Storm Filter system (including the WQV Detention) has been designed to treat 18,109 SF (0.416 AC) of impervious cover, which exceeds the net added impervious areas. Refer to Appendix B for SCM sizing calculations and to Appendix A for drainage area mapping.

### Detention:

- 2-Year Storm Volume Management – The proposed Storm Filter (including the WQV Detention) and the main underground detention have been designed to manage a combined volume of 2,728 CF, which exceeds the "2-Year Delta" Volume of 2,469 CF resulting from the development of this site. The main detention will feature a 1-inch orifice, which will draw down the 2-Year Delta Volume in just under 18 ¾ hours. Although drawdown time over a period of 2-5 days is preferred, the Town of Chapel Hill limits stormwater SCM orifice sizing to a minimum of 1" dia. and with this exception, we have satisfied the 2-year storm volume management requirement. The calculations included in Appendix B support this conclusion.



Summary of Results:

The following table compares the pre-developed and post-developed peak flows and the required 2-yr, increased runoff volume “Delta” to be managed from the site’s drainage area:

	1-Year (cfs)			2-Year (cfs)			25-Year (cfs)		
	Pre	Post Un-detained	Post Detained	Pre	Post Un-detained	Post Detained	Pre	Post Un-detained	Post Detained
Study Point A	13.41	14.43	12.64	17.50	18.55	16.36	36.96	40.99	36.87

2-Year Vol. (CF)			
Pre	Post	2-yr Volume Required	2-yr Volume Managed
42,215	44,601	2,469	2,728

Conclusion:

This project as proposed, will comply with the Town of Chapel Hill’s current stormwater management regulations.

## List of Appendices:

- Appendix A - Maps
  - DA-1 Pre-Developed Site Area Map
  - DA-2 Post-Developed Site Area Map
  - DA-3 Post-Developed Drainage Area Map
  - NRCS Soils Map
  - NRCS Hydrologic Soil Group Map
  - NRCS Hardbound Soil Map
  - USGS Topographic Map
  - FIRM Panel
  
- Appendix B – Stormwater Design Calculations
  - Water Quality Design Volume Calculations (WQV)
  - Storm Filter WQV Storage Pipe Incremental Area for Round Pipe – 54”
  - 2-yr Delta Volume Calculations
    - Pre Developed 2-yr Volume Calculation
    - Post Developed & 2-yr Delta Volume Calculation
    - 2-Year Delta Volume Draw Down Calculations
  - Detention Storage Pipe Incremental Area for Round Pipe – 54”
  
- Appendix C – 1, 2, 25 & 100-yr Stormwater Management Calculations (PondPack)
  - Stormwater Management Schematic Map
  - Table of Contents
  - Master Network Summary
  - Supporting Calculation
  
- Appendix D – Environmental
  - RCD, Floodplain, Jordan Buffer Determination

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- **Appendix A - Maps**

- DA-1 Pre-Developed Site Area Map
- DA-2 Post-Developed Site Area Map
- DA- 3 Post-Developed Drainage Area Map
- NRCS Soils Map
- NRCS Hydrologic Soil Group Map
- NRCS Hardbound Soil Map
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- FIRM Panel

NUM	REVISION	DATE
ISSUED	SUP MODIFICATION	23 NOV 16
DATE	SUP MODIFICATION	3 MAR 17

**455**

**CHapel Hill, NC**

**SIGNATURE HEALTHCARE  
PRE-DEVELOPED SITE AREA MAP**

**BALLENTINE  
ASSOCIATES, P.A.**  
ARCHITECTS, PLANNERS & ENGINEERS  
1000 S. HAYWOOD ST., SUITE 200  
CHAPEL HILL, NC 27514  
(919) 929-0461 (919) 485-4788

SCALE: AS NOTED  
DATE: 23 NOV 16  
JOB NUMBER: 116009.00  
DRAWN BY: DBB  
REVIEWED BY: GJR

**DA  
1**

**DRAWING LEGEND**

[Dashed Line]	SITE BOUNDARY
[Stippled Area]	WOODS
[Solid Grey Area]	ON-SITE IMPERVIOUS



NC GRID  
NAD 83

GRAPHIC SCALE  
( IN FEET )

0 30 60

**POST-DEVELOPED SITE AREA**

IMPERVIOUS (ROOF)	47,104 SF (1.081 AC)
IMPERVIOUS (PAVEMENT)	44,413 SF (1.020 AC)
IMPERVIOUS (WALKWAY)	5,864 SF (0.135 AC)
<b>TOTAL IMPERVIOUS:</b>	<b>97,381 SF (2.236 AC)</b>
WOODS	58,639 SF (1.346 AC)
GRASS	66,026 SF (1.516 AC)
<b>GRAND TOTAL</b>	<b>222,046 SF (5.097 AC)</b>

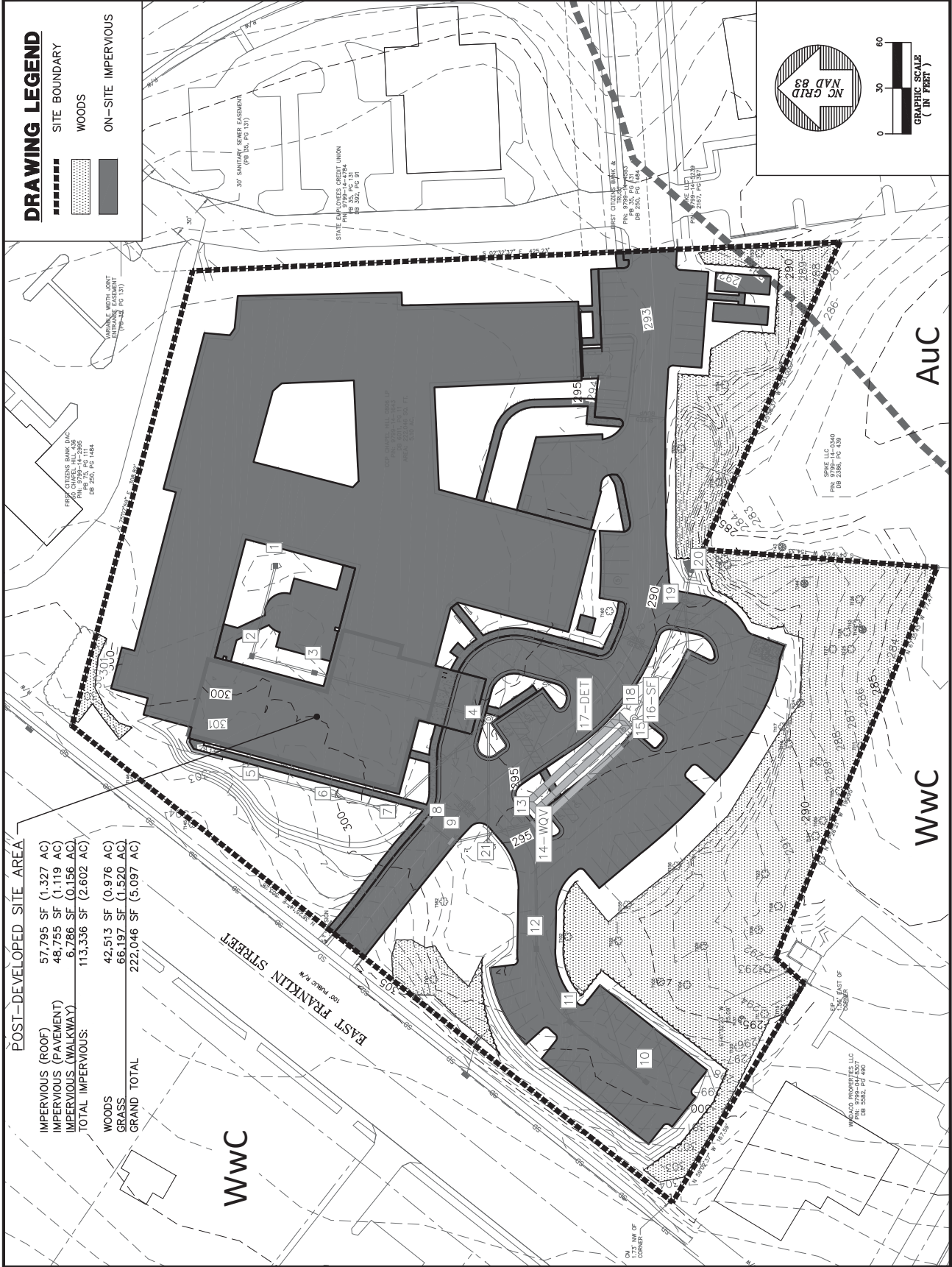
NUM	REVISION	DATE	ISSUED	DATE
			SUP MODIFICATION #2	23 NOV 16
			SUP MODIFICATION #2	3 MAR 17

**SIGNATURE HEALTHCARE  
POST-DEVELOPED SITE AREA MAP  
CHAPEL HILL, NC**

**BALLENTINE ASSOCIATES, P.A.**  
 CHAPEL HILL, NC 27514  
 (919) 252-0441 (919) 481-4788

SCALE: AS NOTED  
 DATE: 23 NOV 16  
 JOB NUMBER: 116009.00  
 DRAWN BY: DBB  
 REVIEWED BY: GJR

**DA  
2**



# SIGNATURE HEALTHCARE POST-DEVELOPED DRAINAGE AREA MAP

## CHAPEL HILL, NC

NUM	REVISION	DATE	ISSUED
			SUP. MODIFICATION #2
			SUP. MODIFICATION #2
			3 MAR 17

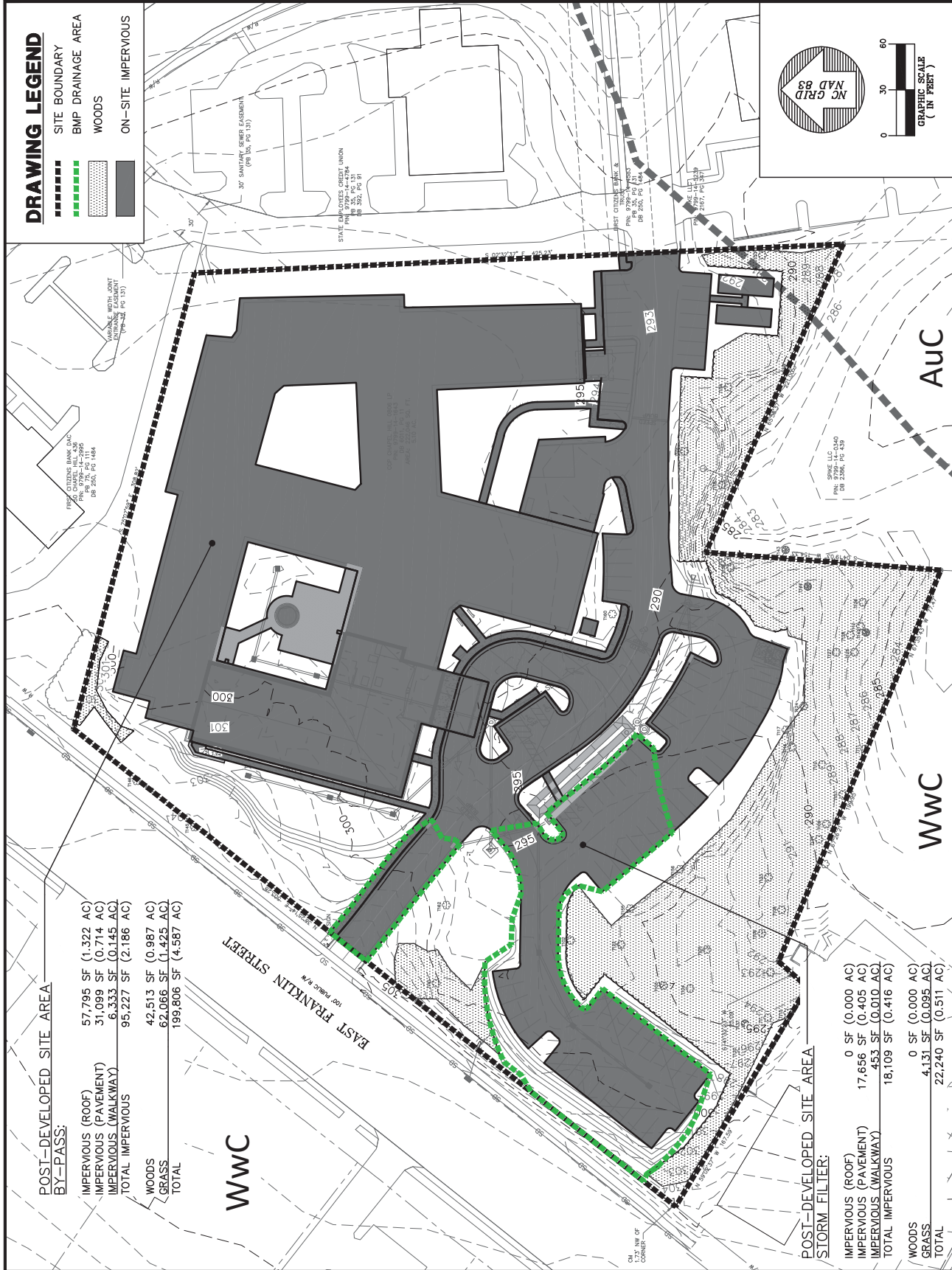
**BALLENTINE ASSOCIATES, P.A.**  
 100 W. HARRIS STREET, SUITE 200  
 CHAPEL HILL, NC 27514  
 (919) 292-0441 FAX (919) 481-4788

SCALE: AS NOTED  
 DATE: 23 NOV 16  
 JOB NUMBER: 116009.00  
 DRAWN BY: DBB  
 REVIEWED BY: GJR

**DA  
3**

**DRAWING LEGEND**

- SITE BOUNDARY
- BMP DRAINAGE AREA
- WOODS
- ON-SITE IMPERVIOUS



**POST-DEVELOPED SITE AREA  
BY-PASS:**

IMPERVIOUS (ROOF)	57,795 SF (1.322 AC)
IMPERVIOUS (PAVEMENT)	31,099 SF (0.714 AC)
IMPERVIOUS (WALKWAY)	6,333 SF (0.145 AC)
<b>TOTAL IMPERVIOUS</b>	<b>95,227 SF (2.186 AC)</b>
WOODS	42,513 SF (0.987 AC)
GRASS	62,066 SF (1.425 AC)
<b>TOTAL</b>	<b>199,806 SF (4.587 AC)</b>

**WWC**

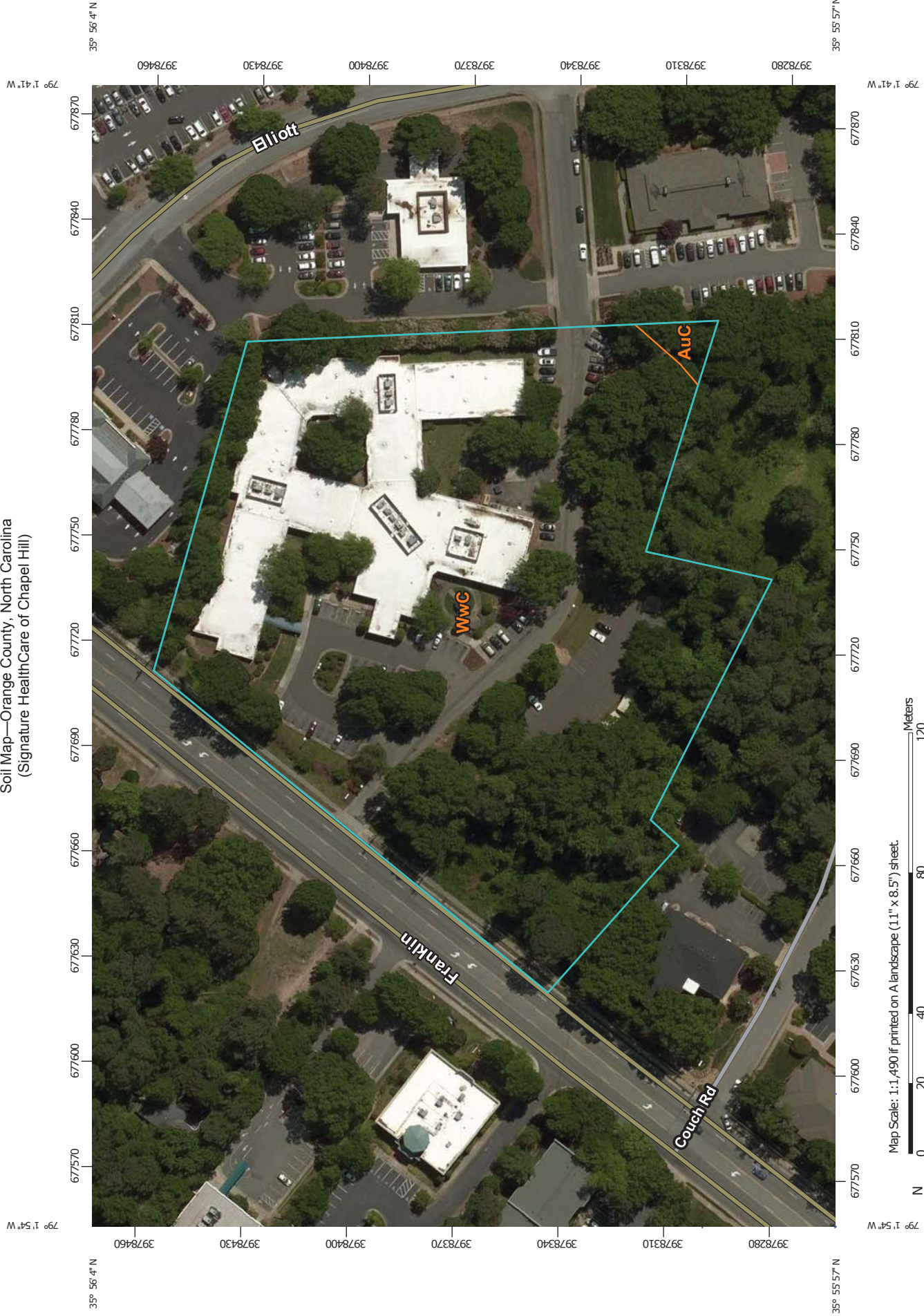
**POST-DEVELOPED SITE AREA  
STORM FILTER:**

IMPERVIOUS (ROOF)	0 SF (0.000 AC)
IMPERVIOUS (PAVEMENT)	17,656 SF (0.405 AC)
IMPERVIOUS (WALKWAY)	453 SF (0.010 AC)
<b>TOTAL IMPERVIOUS</b>	<b>18,109 SF (0.416 AC)</b>
WOODS	0 SF (0.000 AC)
GRASS	4,131 SF (0.095 AC)
<b>TOTAL</b>	<b>22,240 SF (0.511 AC)</b>

**WWC**

**AuC**

Soil Map—Orange County, North Carolina  
(Signature HealthCare of Chapel Hill)



Map Scale: 1:1,490 if printed on A landscape (11" x 8.5") sheet.

Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 17N WGS84

## MAP LEGEND

- Area of Interest (AOI)
- Soils
- Area of Interest (AOI)
- Soil Map Unit Polygons
- Soil Map Unit Lines
- Soil Map Unit Points
- Special Point Features**
  - Blowout
  - Borrow Pit
  - Clay Spot
  - Closed Depression
  - Gravel Pit
  - Gravelly Spot
  - Landfill
  - Lava Flow
  - Marsh or swamp
  - Mine or Quarry
  - Miscellaneous Water
  - Perennial Water
  - Rock Outcrop
  - Saline Spot
  - Sandy Spot
  - Severely Eroded Spot
  - Sinkhole
  - Slide or Slip
  - Sodic Spot
- Water Features**
  - Streams and Canals
- Transportation**
  - Rails
  - Interstate Highways
  - US Routes
  - Major Roads
  - Local Roads
- Background**
  - Aerial Photography

## MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:20,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service  
Web Soil Survey URL: <http://websoilsurvey.nrcs.usda.gov>  
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Orange County, North Carolina  
Survey Area Data: Version 15, Sep 16, 2015

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Apr 27, 2014—May 6, 2014

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.



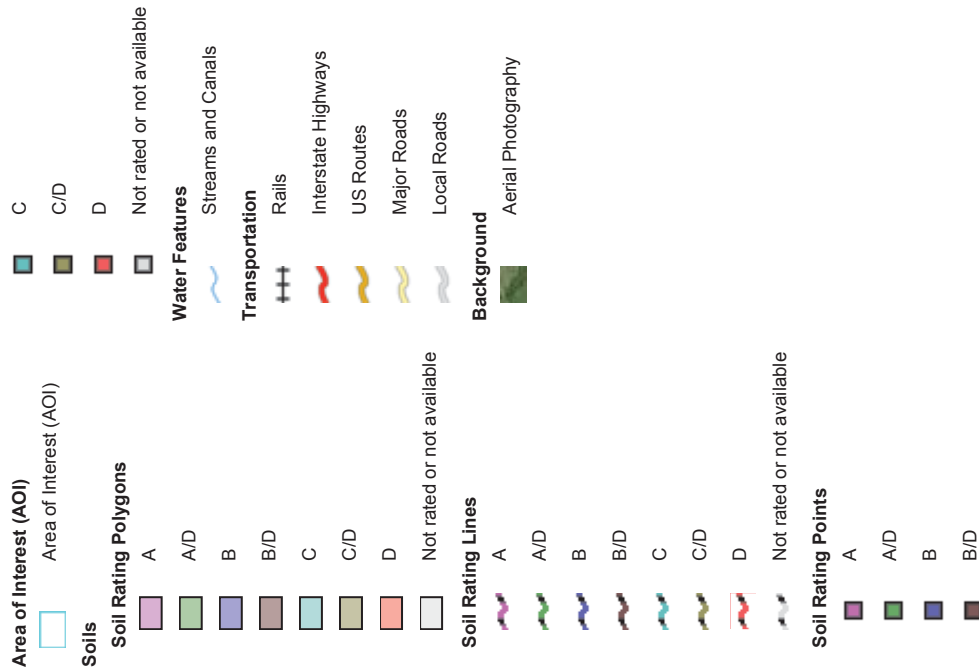
## Map Unit Legend

Orange County, North Carolina (NC135)			
Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
AuC	Appling-Urban land complex, 2 to 10 percent slopes	0.1	1.0%
WwC	White Store-Urban land complex, 2 to 8 percent slopes	5.3	99.0%
<b>Totals for Area of Interest</b>		<b>5.3</b>	<b>100.0%</b>

Hydrologic Soil Group—Orange County, North Carolina  
(Signature HealthCare of Chapel Hill)



## MAP LEGEND



## MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:20,000.

Warning: Soil Map may not be valid at this scale.  
 Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service  
 Web Soil Survey URL: <http://websoilsurvey.nrcs.usda.gov>  
 Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

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Date(s) aerial images were photographed: Apr 27, 2014—May 6, 2014

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

## Hydrologic Soil Group

Hydrologic Soil Group— Summary by Map Unit — Orange County, North Carolina (NC135)				
Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
AuC	Appling-Urban land complex, 2 to 10 percent slopes	B	0.1	1.0%
WwC	White Store-Urban land complex, 2 to 8 percent slopes	D	5.3	99.0%
<b>Totals for Area of Interest</b>			<b>5.3</b>	<b>100.0%</b>

### Description

Hydrologic soil groups are based on estimates of runoff potential. Soils are assigned to one of four groups according to the rate of water infiltration when the soils are not protected by vegetation, are thoroughly wet, and receive precipitation from long-duration storms.

The soils in the United States are assigned to four groups (A, B, C, and D) and three dual classes (A/D, B/D, and C/D). The groups are defined as follows:

Group A. Soils having a high infiltration rate (low runoff potential) when thoroughly wet. These consist mainly of deep, well drained to excessively drained sands or gravelly sands. These soils have a high rate of water transmission.

Group B. Soils having a moderate infiltration rate when thoroughly wet. These consist chiefly of moderately deep or deep, moderately well drained or well drained soils that have moderately fine texture to moderately coarse texture. These soils have a moderate rate of water transmission.

Group C. Soils having a slow infiltration rate when thoroughly wet. These consist chiefly of soils having a layer that impedes the downward movement of water or soils of moderately fine texture or fine texture. These soils have a slow rate of water transmission.

Group D. Soils having a very slow infiltration rate (high runoff potential) when thoroughly wet. These consist chiefly of clays that have a high shrink-swell potential, soils that have a high water table, soils that have a claypan or clay layer at or near the surface, and soils that are shallow over nearly impervious material. These soils have a very slow rate of water transmission.

If a soil is assigned to a dual hydrologic group (A/D, B/D, or C/D), the first letter is for drained areas and the second is for undrained areas. Only the soils that in their natural condition are in group D are assigned to dual classes.

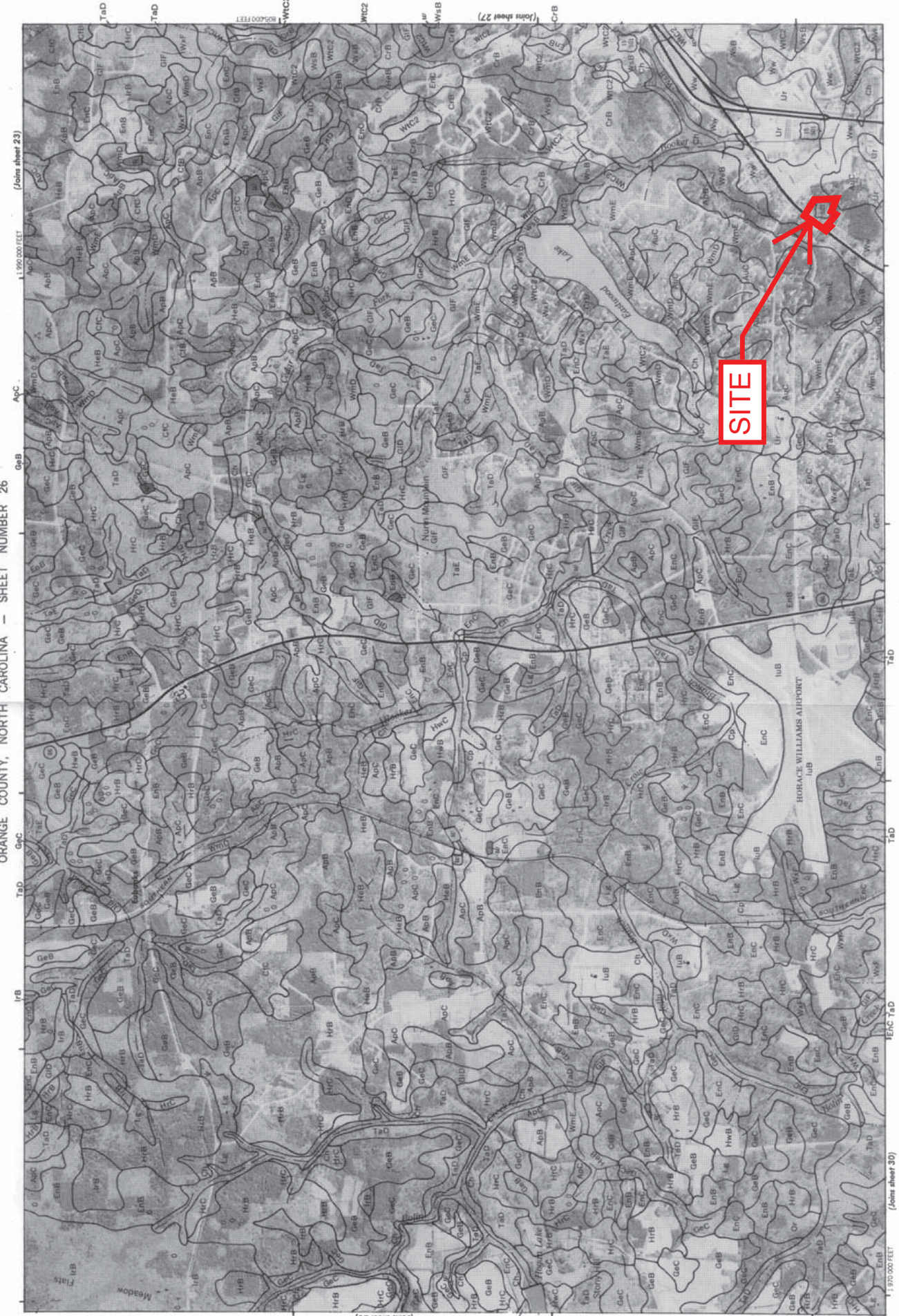
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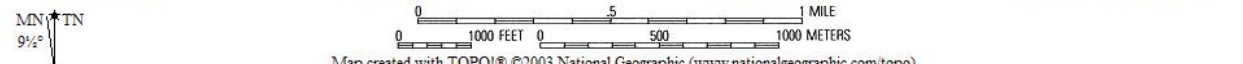
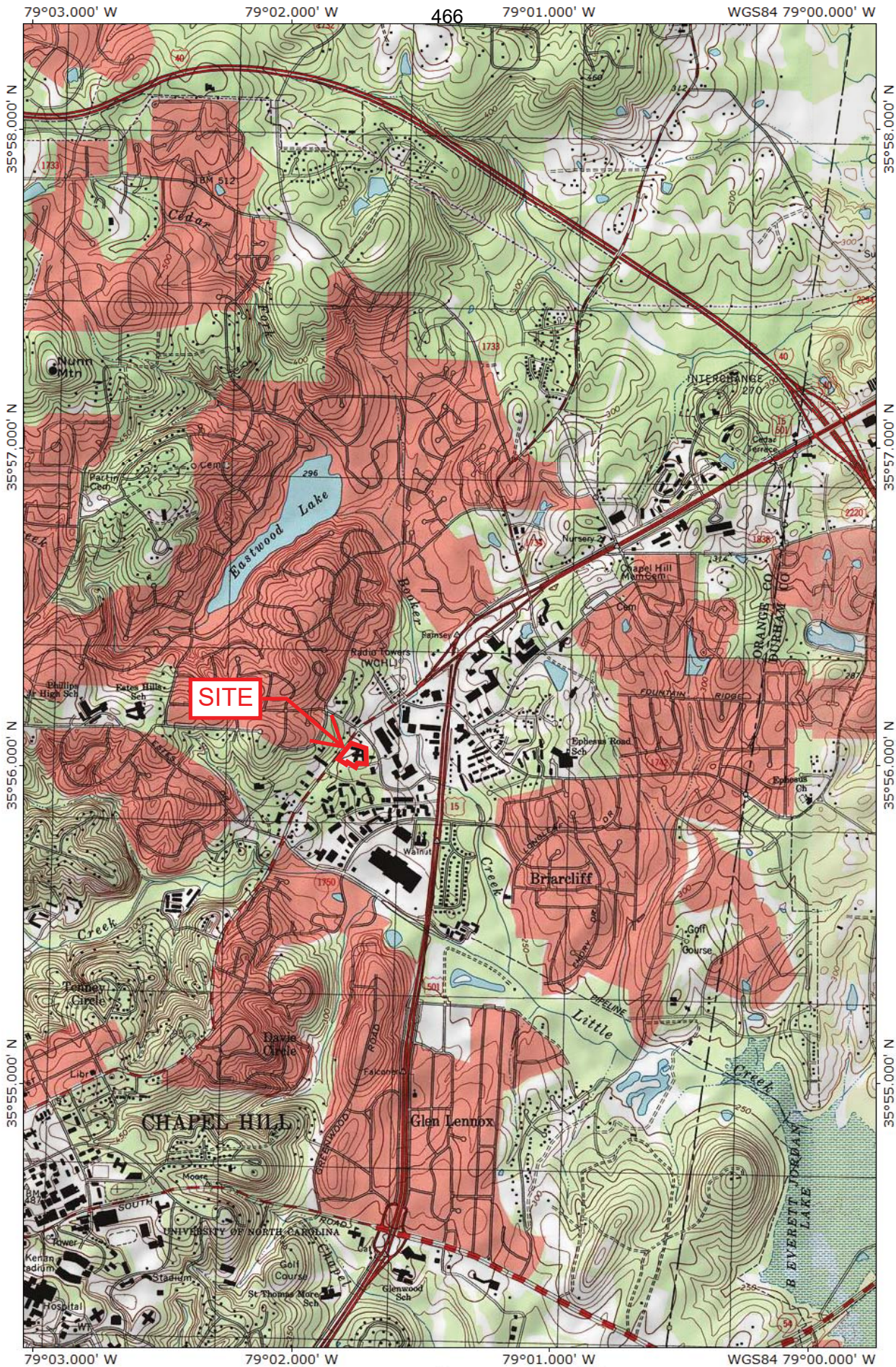
*Aggregation Method:* Dominant Condition

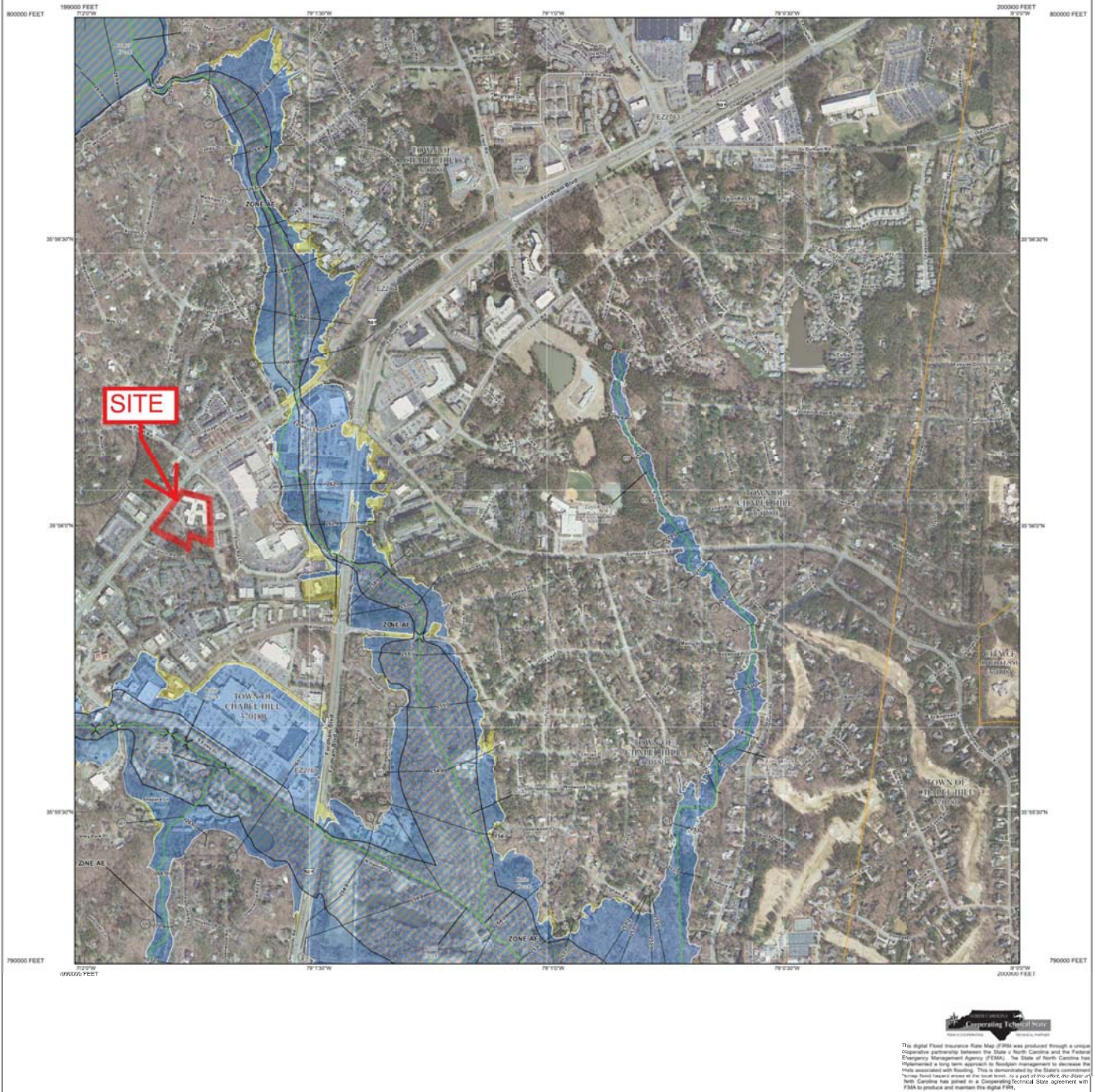
*Component Percent Cutoff:* None Specified

*Tie-break Rule:* Higher

ORANGE COUNTY, NORTH CAROLINA - SHEET NUMBER 26







**Cooperating Technical Staff**

The digital Flood Insurance Rate Map (FIRM) was produced through a unique cooperative partnership between the State of North Carolina and the Federal Emergency Management Agency (FEMA). The State of North Carolina has implemented a long term approach to floodplain management to decrease the risk associated with flooding. This is demonstrated by the State's commitment to provide flood hazard areas at the local level. As part of this effort, the State of North Carolina has entered into a Cooperative Technical Staff Agreement with FEMA to produce and maintain this digital FIRM.

**FLOOD HAZARD INFORMATION**

[HTTP://FRIS.NC.GOV/FRIS](http://FRIS.NC.GOV/FRIS)

**SPECIAL FLOOD HAZARD AREAS**

- Without Base Flood Elevation (BFE) Zone A, AE, AH, VE, AR
- With BFE or Depth Zone AE, AO, AH, VE, AR
- Regulatory Floodway
- 0.2% Annual Chance Flood Hazard, Areas of 1% Annual Chance Flood with Average Depth Less Than One Foot or With Drainage Areas of Less Than One Square Mile Zone X
- Future Conditions 1% Annual Chance Flood Hazard Zone X
- Area with Reduced Flood Risk due to Levee See Notes Zone X
- Areas Determined to be Outside the 0.2% Annual Chance Floodplain Zone X
- Channel, Culvert, or Storm Sewer

**OTHER AREAS OF FLOOD HAZARD**

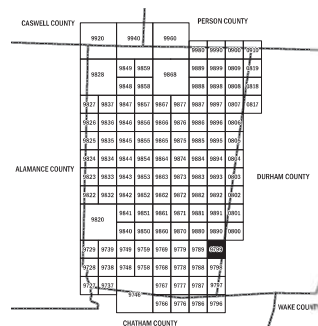
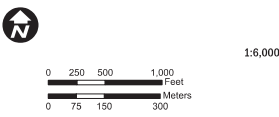
**OTHER AREAS**

**GENERAL STRUCTURES**

- Non-accreted Levee, Dike, or Floodwall
- North Carolina Geodetic Survey bench mark BM5510
- National Geodetic Survey bench mark BM5510
- Contractor Est. NCFMP Survey bench mark

**Other Symbols:**

- CBRS Area
- Otherwise Protected Area



**FEMA** NATIONAL FLOOD INSURANCE PROGRAM

**National Flood Insurance Program**

9799

Panel Contains:

COMMUNITY: CHAPEL HILL, TOWN OF  
SUFFIX: CITY OF

CID: 37109  
PANEL: 9799  
SUFFIX: K

3710979900K

02/02/07



- **Appendix B – Stormwater Design Calculations**

- Water Quality Design Volume Calculations (WQV)
- Storm Filter WQV Storage Pipe Incremental Area for Round Pipe – 54”
- 2-yr Delta Volume Calculations
  - Pre Developed 2-yr Volume Calculation
  - Post Developed & 2-yr Delta Volume Calculation
  - 2-Year Delta Volume Draw Down Calculations
- Detention Storage Pipe Incremental Area for Round Pipe – 54”

**Water Quality Design Volume Calculations (WQV)**

PROJECT: Signature HealthCARE  
 PROJECT NO.: 116009.00  
 DATE: 2-Nov-16  
 LATEST PRINT DATE: 3-Mar-08

**Storm Filter**

The following calculations are based on the new NCDEQ Stormwater Design Manual.

- 1) Calculate  $I_a$ , the impervious fraction of area draining to SCM:

$$\begin{aligned} \text{Drainage Area} &= 0.51 \text{ acres} \quad 22240 \text{ sf} \\ \text{Impervious Area} &= 0.42 \text{ acres} \quad 18109 \text{ sf} \\ I_a &= \underline{0.81} \end{aligned}$$

- 2) Find the volume of the 1" storm using the "Simple Method" (Shueler 1987):

$$\begin{aligned} R_v &= 0.05 + 0.9(I_a) \\ R_v &= \text{runoff coefficient (ratio of runoff to rainfall in inches)} \\ I_a &= \text{percent impervious} \\ R_v &= 0.05 + 0.9(0.81) = \underline{0.782828} \text{ in/in} \end{aligned}$$

Volume of 1" storm:

$$\begin{aligned} \text{volume} &= R_v \times \text{design rainfall} \times \text{drainage area} \\ &= 0.78282824 \times 1" \times 1/12 \text{ ft/in} \times 0.51 = 0.033 \text{ acre feet} \\ &= \underline{1450.8} \text{ cubic feet} \end{aligned}$$

The following calculations are based on Section D-1 of the new NCDEQ Stormwater Design Manual.

- 1) Water Quality Volume (See separate WQV Calcs):

$$\begin{aligned} WQV &= 1450.8 \text{ cubic ft.} \\ WQV_{adj} &= 0.75 \times WQV = 0.75 \times 1450.8 = \mathbf{1088} \text{ cubic ft. (Required)} \\ &= \mathbf{1113} \text{ cubic ft. (*Provided)} \end{aligned}$$

(\*see attached Storm Filter WQV Storage Pipe - Incremental Area for Round Pipe - 54")

**Storm Filter WQV Storage Pipe**  
**Incremental Area for Round Pipe - 54"**

Enter Pipe I.D. =  in.      Total Volume/LF      Total      Invert  
Enter Desired Increment =  in.            Feet      70      287.5

Inc Num	Water Level (in.)	Inc Area (sq. ft.)	Hyd Rad (ft.)	Top Width (ft.)	Staged Volume (Cu ft)	Elevation
1	1	0.07	0.06	1.21	4.74	287.5833
2	2	0.19	0.11	1.70	13.32	287.6667
3	3	0.35	0.16	2.06	24.33	287.75
4	4	0.53	0.21	2.36	37.24	287.8333
5	5	0.74	0.27	2.61	51.75	287.9167
6	6	0.97	0.32	2.83	67.62	288
7	7	1.21	0.37	3.02	84.70	288.0833
8	8	1.47	0.41	3.20	102.85	288.1667
9	9	1.74	0.46	3.35	121.96	288.25
10	10	2.03	0.51	3.50	141.95	288.3333
11	11	2.32	0.55	3.62	162.72	288.4167
12	12	2.63	0.60	3.74	184.21	288.5
13	13	2.95	0.64	3.85	206.36	288.5833
14	14	3.27	0.68	3.94	229.09	288.6667
15	15	3.61	0.72	4.03	252.35	288.75
16	16	3.94	0.76	4.11	276.10	288.8333
17	17	4.29	0.80	4.18	300.28	288.9167
18	18	4.64	0.84	4.24	324.85	289
19	19	5.00	0.87	4.30	349.76	289.0833
20	20	5.36	0.91	4.35	374.98	289.1667
21	21	5.72	0.94	4.39	400.46	289.25
22	22	6.09	0.98	4.42	426.15	289.3333
23	23	6.46	1.01	4.45	452.04	289.4167
24	24	6.83	1.04	4.47	478.06	289.5
25	25	7.20	1.07	4.49	504.20	289.5833
26	26	7.58	1.10	4.50	530.41	289.6667
27	27	7.95	1.12	4.50	556.65	289.75
28	28	8.33	1.15	4.50	582.90	289.8333
29	29	8.70	1.18	4.49	609.10	289.9167
30	30	9.07	1.20	4.47	635.24	290
31	31	9.45	1.22	4.45	661.27	290.0833
32	32	9.82	1.24	4.42	687.15	290.1667
33	33	10.18	1.26	4.39	712.85	290.25
34	34	10.55	1.28	4.35	738.32	290.3333
35	35	10.91	1.30	4.30	763.54	290.4167
36	36	11.26	1.31	4.24	788.45	290.5
37	37	11.61	1.32	4.18	813.02	290.5833
38	38	11.96	1.34	4.11	837.20	290.6667
39	39	12.30	1.35	4.03	860.95	290.75
40	40	12.63	1.35	3.94	884.22	290.8333
41	41	12.96	1.36	3.85	906.95	290.9167
42	42	13.27	1.37	3.74	929.09	291
43	43	13.58	1.37	3.62	950.58	291.0833
44	44	13.88	1.37	3.50	971.35	291.1667
45	45	14.16	1.37	3.35	991.34	291.25
46	46	14.44	1.36	3.20	1010.45	291.3333
47	47	14.69	1.36	3.02	1028.61	291.4167
48	48	14.94	1.35	2.83	1045.68	291.5
49	49	15.17	1.34	2.61	1061.56	291.5833
50	50	15.37	1.32	2.36	1076.06	291.6667
51	51	15.56	1.30	2.06	1088.97	291.75
52	52	15.71	1.27	1.70	1099.98	291.8333
53	53	15.84	1.23	1.21	1108.57	291.9167
54	54	15.90	1.13	0.00	1113.30	292

&gt;1,088 cf, OK

**2-Year Delta Volume Calculations**

PROJECT: Signature HealthCARE  
 PROJECT NO.: 116009.00  
 DATE: 7-Oct-16  
 LATEST PRINT DATE: 3-Mar-17



**Pre-Development Volume:**

1) Find the volume of the pre-developed 2-yr storm:

$$Q = \frac{(P - 0.2S)^2}{(P + 0.8S)}$$

$$S = \frac{1000}{CN} - 10$$

Where: Q = run off, in inches  
 P = Rainfall, in inches (P = 3.6 inches for 2-yr storm)  
 S = potential max. retention after rainfall begins, inches  
 CN = SCS Curve Number for water shed area

CN for Existing Site

Area (AC) Area (SF)  
 5.10 222,046

Pre-Developed Site, CN = 87.102

S = 1.481 inches  
 Q = 2.281 inches

CF (Impervious portion)

Volume of 2-yr storm = 42,213

**Total Drainage Area Existing Site = 5.10 AC**

**Total Vol. 2-yr, Pre-dev. storm = 42,213 CF**

Area			CN
Impervious	97,381	sq ft	98
Grass D	66,026	sq ft	80
Woods D	58,639	sq ft	77
Composite CN Value			87.10186628

**2-Year Delta Volume Calculations**

PROJECT: Signature HealthCARE  
 PROJECT NO.: 116009.00  
 DATE: 7-Oct-16  
 LATEST PRINT DATE: 3-Mar-17

**Post-Development Volume & Delta**

2) Find the volume of the post-developed 2-yr storm:

$$Q = \frac{(P - 0.2S)^2}{(P + 0.8S)}$$

$$S = \frac{1000}{CN} - 10$$

Where: Q = run off, in inches  
 P = Rainfall, in inches (P = 3.6 inches for 2-yr storm)  
 S = potential max. retention after rainfall begins, inches  
 CN = SCS Curve Number for water shed area

CN for Proposed Site Development

	Area (AC)	Area (SF)
Post-Developed Site, CN = 88.613	5.10	222,046

S = 1.285 inches

Q = 2.415 inches

Volume of 2-yr storm = 44,683 CF (Impervious portion)

**Total Site Area = 5.10 AC**

**Total Vol. 2-yr, post-dev. storm = 44,683 CF**

**3) The 2-yr Delta:**

(Post)		(Pre)	
44,683	-	42,213	= 2,469 CF

Area		CN
Impervious	113336 sq ft	98
Grass D	66197 sq ft	80
Woods D	42,513 sq ft	77
Composite CN Value		88.6131207

**2-year Delta Volume Draw Down Calculations**

PROJECT: Signature HealthCARE  
 PROJECT NO.: 116009.00  
 DATE: 24-Oct-16  
 LATEST PRINT DATE: 3-Mar-17



**Ballentine  
 Associates, P.A.**

**2-year Delta Volume**

2-Year Delta Volume Required: **2,469** cf

\*WQV Volume Provided: Storm Filter **1,113** cf \*See Storm Filter WQV Storage Pipe...54"  
 Additional 2-Year Volume Required: **1,356** cf  
 \*\*Additional 2-Year Volume Provided: UG Detention **1,615** cf \*\*See Detention Storage Pipe...54"

**2-Year Delta Volume Draw Down Calculations:**

$Q = C_d A \sqrt{2gH_o}$ , where:

Q = Discharge (cfs)  
 C<sub>d</sub> = Coefficient of discharge (0.60 is common for stormwater orifices)  
 A = Cross-sectional area of flow at orifice entrance (sq. ft.)  
 g = Acceleration from gravity (32.2 ft/sec<sup>2</sup>)  
 H<sub>o</sub> = Driving Head (ft) - measured from centroid of orifice area to water surface  
 [Use H<sub>o</sub>/3 to reflect that head is falling as drawdown occurs]

Desired Drain Time = **72** hrs. & 120 hrs, max.  
 2-Year Delta Volume Provided = **1,615** cu. ft. (UG Detention portion of 2-yr volume)  
 Therefore, required Q = **0.006** cfs (max)  
 H<sub>o</sub>, Total Draw Down Depth = **2.500** ft. (Per Detention pipe incremental area table)

H<sub>o</sub>/3 = **0.833** ft.  
 C<sub>d</sub> = **0.60**  
 $A = \frac{Q}{C_d \sqrt{2gH_o}}$

Recommended A = **0.001418** s.f.  
 Recommended Orifice Diameter = **0.042494** in.  
 = **0.51** inches  
 Diameter Chosen = **1.000** inches A = **0.00545** Calculated Area  
 Actual Average Flow = **0.024** cfs  
 Drain Time = **18.72** hrs. (Based on 1" minimum orifice size)

**Detention Storage Pipe  
Incremental Area for Round Pipe - 54"**

Enter Pipe I.D. =  in.      Total Volume/LF      Total      Invert  
 Enter Desired Increment =  in.            Feet      178      287.5

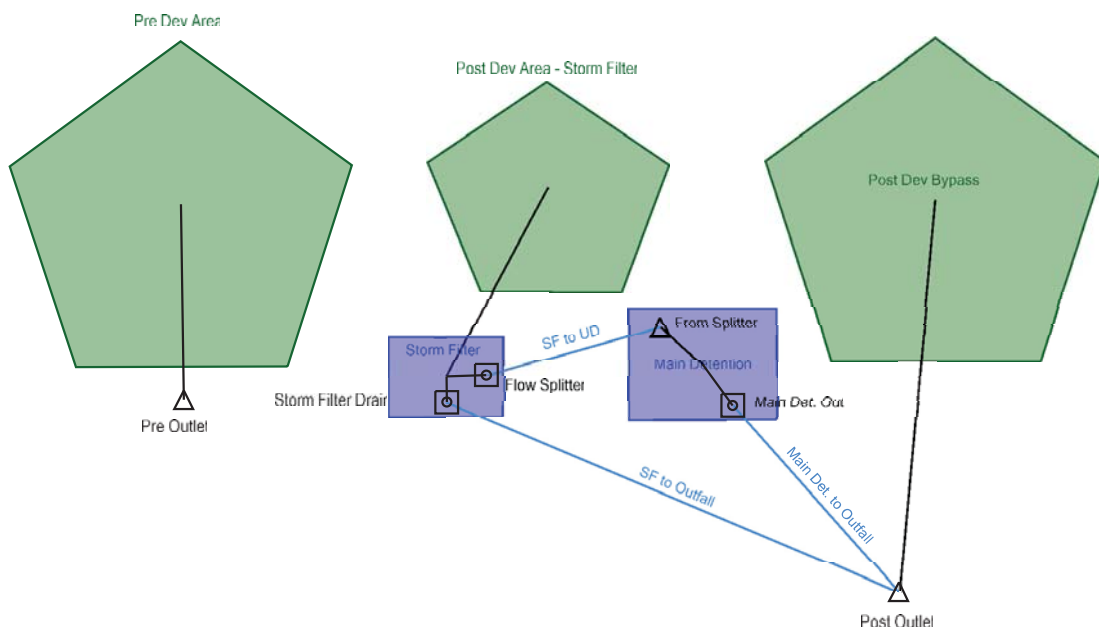
Inc Num	Water Level (in.)	Inc Area (sq. ft.)	Hyd Rad (ft.)	Top Width (ft.)	Staged Volume (Cu ft)	Elevation
1	1	0.07	0.06	1.21	12.04	287.5833
2	2	0.19	0.11	1.70	33.87	287.6667
3	3	0.35	0.16	2.06	61.87	287.75
4	4	0.53	0.21	2.36	94.71	287.8333
5	5	0.74	0.27	2.61	131.58	287.9167
6	6	0.97	0.32	2.83	171.94	288
7	7	1.21	0.37	3.02	215.37	288.0833
8	8	1.47	0.41	3.20	261.52	288.1667
9	9	1.74	0.46	3.35	310.13	288.25
10	10	2.03	0.51	3.50	360.96	288.3333
11	11	2.32	0.55	3.62	413.78	288.4167
12	12	2.63	0.60	3.74	468.43	288.5
13	13	2.95	0.64	3.85	524.73	288.5833
14	14	3.27	0.68	3.94	582.53	288.6667
15	15	3.61	0.72	4.03	641.69	288.75
16	16	3.94	0.76	4.11	702.08	288.8333
17	17	4.29	0.80	4.18	763.57	288.9167
18	18	4.64	0.84	4.24	826.05	289
19	19	5.00	0.87	4.30	889.40	289.0833
20	20	5.36	0.91	4.35	953.52	289.1667
21	21	5.72	0.94	4.39	1018.30	289.25
22	22	6.09	0.98	4.42	1083.65	289.3333
23	23	6.46	1.01	4.45	1149.46	289.4167
24	24	6.83	1.04	4.47	1215.64	289.5
25	25	7.20	1.07	4.49	1282.10	289.5833
26	26	7.58	1.10	4.50	1348.75	289.6667
27	27	7.95	1.12	4.50	1415.48	289.75
28	28	8.33	1.15	4.50	1482.22	289.8333
29	29	8.70	1.18	4.49	1548.86	289.9167
30	30	9.07	1.20	4.47	1615.32	290
31	31	9.45	1.22	4.45	1681.51	290.0833
32	32	9.82	1.24	4.42	1747.32	290.1667
33	33	10.18	1.26	4.39	1812.67	290.25
34	34	10.55	1.28	4.35	1877.45	290.3333
35	35	10.91	1.30	4.30	1941.57	290.4167
36	36	11.26	1.31	4.24	2004.92	290.5
37	37	11.61	1.32	4.18	2067.40	290.5833
38	38	11.96	1.34	4.11	2128.89	290.6667
39	39	12.30	1.35	4.03	2189.27	290.75
40	40	12.63	1.35	3.94	2248.43	290.8333
41	41	12.96	1.36	3.85	2306.23	290.9167
42	42	13.27	1.37	3.74	2362.54	291
43	43	13.58	1.37	3.62	2417.18	291.0833
44	44	13.88	1.37	3.50	2470.01	291.1667
45	45	14.16	1.37	3.35	2520.83	291.25
46	46	14.44	1.36	3.20	2569.44	291.3333
47	47	14.69	1.36	3.02	2615.60	291.4167
48	48	14.94	1.35	2.83	2659.03	291.5
49	49	15.17	1.34	2.61	2699.39	291.5833
50	50	15.37	1.32	2.36	2736.26	291.6667
51	51	15.56	1.30	2.06	2769.10	291.75
52	52	15.71	1.27	1.70	2797.10	291.8333
53	53	15.84	1.23	1.21	2818.92	291.9167
54	54	15.90	1.13	0.00	2830.97	292

>1,356 cf, OK

- **Appendix C – 1, 2, 25 and 100-yr Stormwater Management Calculations (PondPack)**
  - Stormwater Management Schematic Map
  - Table of Contents
  - Master Network Summary
  - Supporting Calculation



### Scenario: Town of Chapel Hill Design Scenarios



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**Project Summary**

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Title	Signature HealthCARE of Chapel Hill Facility Expansion
Engineer	George J. Retschle, PE
Company	Ballentine Associates
Date	11/23/2016

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Notes	Revised: 3 Mar 2017
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## Subsection: Master Network Summary

**Catchments Summary**

Label	Scenario	Return Event (years)	Hydrograph Volume (ac-ft)	Time to Peak (hours)	Peak Flow (ft <sup>3</sup> /s)
Pre Dev Area	Chapel Hill - 1 yr	1	0.738	11.900	13.41
Pre Dev Area	Chapel Hill - 2 yr	2	0.964	11.900	17.50
Pre Dev Area	Chapel Hill - 25 yr	25	2.084	11.900	36.96
Pre Dev Area	Chapel Hill - 100 yr	100	2.737	11.900	47.91
Post Dev Area - Storm Filter	Chapel Hill - 1 yr	1	0.104	11.900	1.82
Post Dev Area - Storm Filter	Chapel Hill - 2 yr	2	0.129	11.900	2.23
Post Dev Area - Storm Filter	Chapel Hill - 25 yr	25	0.247	11.900	4.12
Post Dev Area - Storm Filter	Chapel Hill - 100 yr	100	0.315	11.900	5.18
Post Dev Bypass	Chapel Hill - 1 yr	1	0.694	11.900	12.61
Post Dev Bypass	Chapel Hill - 2 yr	2	0.901	11.900	16.32
Post Dev Bypass	Chapel Hill - 25 yr	25	1.918	11.900	33.83
Post Dev Bypass	Chapel Hill - 100 yr	100	2.508	11.900	43.66

**Node Summary**

Label	Scenario	Return Event (years)	Hydrograph Volume (ac-ft)	Time to Peak (hours)	Peak Flow (ft <sup>3</sup> /s)
Pre Outlet	Chapel Hill - 1 yr	1	0.738	11.900	13.41
Pre Outlet	Chapel Hill - 2 yr	2	0.964	11.900	17.50
Pre Outlet	Chapel Hill - 25 yr	25	2.084	11.900	36.96
Pre Outlet	Chapel Hill - 100 yr	100	2.737	11.900	47.91
Post Outlet	Chapel Hill - 1 yr	1	0.751	11.900	12.64
Post Outlet	Chapel Hill - 2 yr	2	0.980	11.900	16.36
Post Outlet	Chapel Hill - 25 yr	25	2.104	11.900	36.87
Post Outlet	Chapel Hill - 100 yr	100	2.759	11.900	47.33

**Pond Summary**

Label	Scenario	Return Event (years)	Hydrograph Volume (ac-ft)	Time to Peak (hours)	Peak Flow (ft <sup>3</sup> /s)	Maximum Water Surface Elevation (ft)	Maximum Pond Storage (ac-ft)
Storm Filter (IN)	Chapel Hill - 1 yr	1	0.104	11.900	1.82	(N/A)	(N/A)
Storm Filter (OUT)	Chapel Hill - 1 yr	1	0.075	11.900	1.91	292.22	0.031
Storm Filter (IN)	Chapel Hill - 2 yr	2	0.129	11.900	2.23	(N/A)	(N/A)
Storm Filter (OUT)	Chapel Hill - 2 yr	2	0.100	11.950	2.17	292.25	0.031

## Subsection: Master Network Summary

**Pond Summary**

Label	Scenario	Return Event (years)	Hydrograph Volume (ac-ft)	Time to Peak (hours)	Peak Flow (ft <sup>3</sup> /s)	Maximum Water Surface Elevation (ft)	Maximum Pond Storage (ac-ft)
Storm Filter (IN)	Chapel Hill - 25 yr	25	0.247	11.900	4.12	(N/A)	(N/A)
Storm Filter (OUT)	Chapel Hill - 25 yr	25	0.218	11.950	4.02	292.47	0.033
Storm Filter (IN)	Chapel Hill - 100 yr	100	0.315	11.900	5.18	(N/A)	(N/A)
Storm Filter (OUT)	Chapel Hill - 100 yr	100	0.285	11.900	5.19	292.56	0.034
Main Detention (IN)	Chapel Hill - 1 yr	1	0.058	11.900	1.89	(N/A)	(N/A)
Main Detention (OUT)	Chapel Hill - 1 yr	1	0.040	12.550	0.13	290.02	0.036
Main Detention (IN)	Chapel Hill - 2 yr	2	0.083	11.950	2.16	(N/A)	(N/A)
Main Detention (OUT)	Chapel Hill - 2 yr	2	0.062	12.050	1.09	290.20	0.039
Main Detention (IN)	Chapel Hill - 25 yr	25	0.198	11.950	4.01	(N/A)	(N/A)
Main Detention (OUT)	Chapel Hill - 25 yr	25	0.167	12.000	3.58	290.89	0.049
Main Detention (IN)	Chapel Hill - 100 yr	100	0.265	11.900	5.17	(N/A)	(N/A)
Main Detention (OUT)	Chapel Hill - 100 yr	100	0.230	12.000	4.33	291.30	0.054

Subsection: Time-Depth Curve  
 Label: Town of Chapel Hill Design Storms

Return Event: 1 years  
 Storm Event: TypeII 24hr (3.0 in)

Time-Depth Curve: TypeII 24hr (3.0 in)	
Label	TypeII 24hr (3.0 in)
Start Time	0.000 hours
Increment	0.100 hours
End Time	24.000 hours
Return Event	1 years

**CUMULATIVE RAINFALL (in)**  
**Output Time Increment = 0.100 hours**  
**Time on left represents time for first value in each row.**

Time (hours)	Depth (in)	Depth (in)	Depth (in)	Depth (in)	Depth (in)
0.000	0.0	0.0	0.0	0.0	0.0
0.500	0.0	0.0	0.0	0.0	0.0
1.000	0.0	0.0	0.0	0.0	0.0
1.500	0.0	0.1	0.1	0.1	0.1
2.000	0.1	0.1	0.1	0.1	0.1
2.500	0.1	0.1	0.1	0.1	0.1
3.000	0.1	0.1	0.1	0.1	0.1
3.500	0.1	0.1	0.1	0.1	0.1
4.000	0.1	0.1	0.2	0.2	0.2
4.500	0.2	0.2	0.2	0.2	0.2
5.000	0.2	0.2	0.2	0.2	0.2
5.500	0.2	0.2	0.2	0.2	0.2
6.000	0.2	0.2	0.3	0.3	0.3
6.500	0.3	0.3	0.3	0.3	0.3
7.000	0.3	0.3	0.3	0.3	0.3
7.500	0.3	0.3	0.3	0.3	0.4
8.000	0.4	0.4	0.4	0.4	0.4
8.500	0.4	0.4	0.4	0.4	0.4
9.000	0.4	0.5	0.5	0.5	0.5
9.500	0.5	0.5	0.5	0.5	0.5
10.000	0.5	0.6	0.6	0.6	0.6
10.500	0.6	0.6	0.6	0.7	0.7
11.000	0.7	0.7	0.8	0.8	0.8
11.500	0.8	0.9	1.1	1.3	1.7
12.000	2.0	2.0	2.1	2.1	2.2
12.500	2.2	2.2	2.3	2.3	2.3
13.000	2.3	2.3	2.4	2.4	2.4
13.500	2.4	2.4	2.4	2.4	2.4
14.000	2.5	2.5	2.5	2.5	2.5
14.500	2.5	2.5	2.5	2.5	2.6
15.000	2.6	2.6	2.6	2.6	2.6
15.500	2.6	2.6	2.6	2.6	2.6
16.000	2.6	2.6	2.7	2.7	2.7
16.500	2.7	2.7	2.7	2.7	2.7
17.000	2.7	2.7	2.7	2.7	2.7

Subsection: Time-Depth Curve  
 Label: Town of Chapel Hill Design Storms

Return Event: 1 years  
 Storm Event: TypeII 24hr (3.0 in)

**CUMULATIVE RAINFALL (in)**  
**Output Time Increment = 0.100 hours**  
**Time on left represents time for first value in each row.**

Time (hours)	Depth (in)	Depth (in)	Depth (in)	Depth (in)	Depth (in)
17.500	2.7	2.7	2.7	2.8	2.8
18.000	2.8	2.8	2.8	2.8	2.8
18.500	2.8	2.8	2.8	2.8	2.8
19.000	2.8	2.8	2.8	2.8	2.8
19.500	2.8	2.8	2.8	2.8	2.9
20.000	2.9	2.9	2.9	2.9	2.9
20.500	2.9	2.9	2.9	2.9	2.9
21.000	2.9	2.9	2.9	2.9	2.9
21.500	2.9	2.9	2.9	2.9	2.9
22.000	2.9	2.9	2.9	2.9	2.9
22.500	2.9	3.0	3.0	3.0	3.0
23.000	3.0	3.0	3.0	3.0	3.0
23.500	3.0	3.0	3.0	3.0	3.0
24.000	3.0	(N/A)	(N/A)	(N/A)	(N/A)

Subsection: Time-Depth Curve  
 Label: Town of Chapel Hill Design Storms

Return Event: 2 years  
 Storm Event: TypeII 24hr (3.6 in)

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Time-Depth Curve: TypeII 24hr (3.6 in)

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Label	TypeII 24hr (3.6 in)
Start Time	0.000 hours
Increment	0.100 hours
End Time	24.000 hours
Return Event	2 years

---

**CUMULATIVE RAINFALL (in)**  
**Output Time Increment = 0.100 hours**  
**Time on left represents time for first value in each row.**

Time (hours)	Depth (in)	Depth (in)	Depth (in)	Depth (in)	Depth (in)
0.000	0.0	0.0	0.0	0.0	0.0
0.500	0.0	0.0	0.0	0.0	0.0
1.000	0.0	0.0	0.0	0.0	0.1
1.500	0.1	0.1	0.1	0.1	0.1
2.000	0.1	0.1	0.1	0.1	0.1
2.500	0.1	0.1	0.1	0.1	0.1
3.000	0.1	0.1	0.1	0.1	0.1
3.500	0.1	0.2	0.2	0.2	0.2
4.000	0.2	0.2	0.2	0.2	0.2
4.500	0.2	0.2	0.2	0.2	0.2
5.000	0.2	0.2	0.2	0.2	0.3
5.500	0.3	0.3	0.3	0.3	0.3
6.000	0.3	0.3	0.3	0.3	0.3
6.500	0.3	0.3	0.3	0.3	0.3
7.000	0.4	0.4	0.4	0.4	0.4
7.500	0.4	0.4	0.4	0.4	0.4
8.000	0.4	0.4	0.4	0.5	0.5
8.500	0.5	0.5	0.5	0.5	0.5
9.000	0.5	0.5	0.6	0.6	0.6
9.500	0.6	0.6	0.6	0.6	0.6
10.000	0.7	0.7	0.7	0.7	0.7
10.500	0.7	0.8	0.8	0.8	0.8
11.000	0.8	0.9	0.9	0.9	1.0
11.500	1.0	1.1	1.3	1.6	2.0
12.000	2.4	2.5	2.5	2.6	2.6
12.500	2.6	2.7	2.7	2.7	2.8
13.000	2.8	2.8	2.8	2.8	2.9
13.500	2.9	2.9	2.9	2.9	2.9
14.000	3.0	3.0	3.0	3.0	3.0
14.500	3.0	3.0	3.0	3.1	3.1
15.000	3.1	3.1	3.1	3.1	3.1
15.500	3.1	3.1	3.1	3.2	3.2
16.000	3.2	3.2	3.2	3.2	3.2
16.500	3.2	3.2	3.2	3.2	3.2
17.000	3.2	3.3	3.3	3.3	3.3



Subsection: Time-Depth Curve  
 Label: Town of Chapel Hill Design Storms

Return Event: 2 years  
 Storm Event: TypeII 24hr (3.6 in)

**CUMULATIVE RAINFALL (in)**  
**Output Time Increment = 0.100 hours**  
**Time on left represents time for first value in each row.**

Time (hours)	Depth (in)	Depth (in)	Depth (in)	Depth (in)	Depth (in)
17.500	3.3	3.3	3.3	3.3	3.3
18.000	3.3	3.3	3.3	3.3	3.3
18.500	3.3	3.4	3.4	3.4	3.4
19.000	3.4	3.4	3.4	3.4	3.4
19.500	3.4	3.4	3.4	3.4	3.4
20.000	3.4	3.4	3.4	3.4	3.4
20.500	3.5	3.5	3.5	3.5	3.5
21.000	3.5	3.5	3.5	3.5	3.5
21.500	3.5	3.5	3.5	3.5	3.5
22.000	3.5	3.5	3.5	3.5	3.5
22.500	3.5	3.5	3.5	3.6	3.6
23.000	3.6	3.6	3.6	3.6	3.6
23.500	3.6	3.6	3.6	3.6	3.6
24.000	3.6	(N/A)	(N/A)	(N/A)	(N/A)

Subsection: Time-Depth Curve  
 Label: Town of Chapel Hill Design Storms

Return Event: 25 years  
 Storm Event: TypeII 24hr (6.4 in)

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Time-Depth Curve: TypeII 24hr (6.4 in)

---

Label	TypeII 24hr (6.4 in)
Start Time	0.000 hours
Increment	0.100 hours
End Time	24.000 hours
Return Event	25 years

---

**CUMULATIVE RAINFALL (in)**  
**Output Time Increment = 0.100 hours**  
**Time on left represents time for first value in each row.**

Time (hours)	Depth (in)	Depth (in)	Depth (in)	Depth (in)	Depth (in)
0.000	0.0	0.0	0.0	0.0	0.0
0.500	0.0	0.0	0.0	0.1	0.1
1.000	0.1	0.1	0.1	0.1	0.1
1.500	0.1	0.1	0.1	0.1	0.1
2.000	0.1	0.1	0.2	0.2	0.2
2.500	0.2	0.2	0.2	0.2	0.2
3.000	0.2	0.2	0.2	0.2	0.3
3.500	0.3	0.3	0.3	0.3	0.3
4.000	0.3	0.3	0.3	0.3	0.3
4.500	0.4	0.4	0.4	0.4	0.4
5.000	0.4	0.4	0.4	0.4	0.4
5.500	0.5	0.5	0.5	0.5	0.5
6.000	0.5	0.5	0.5	0.5	0.6
6.500	0.6	0.6	0.6	0.6	0.6
7.000	0.6	0.6	0.7	0.7	0.7
7.500	0.7	0.7	0.7	0.7	0.8
8.000	0.8	0.8	0.8	0.8	0.8
8.500	0.8	0.9	0.9	0.9	0.9
9.000	0.9	1.0	1.0	1.0	1.0
9.500	1.0	1.1	1.1	1.1	1.1
10.000	1.2	1.2	1.2	1.2	1.3
10.500	1.3	1.3	1.4	1.4	1.5
11.000	1.5	1.6	1.6	1.7	1.7
11.500	1.8	2.0	2.3	2.8	3.6
12.000	4.2	4.4	4.5	4.6	4.6
12.500	4.7	4.8	4.8	4.9	4.9
13.000	4.9	5.0	5.0	5.1	5.1
13.500	5.1	5.2	5.2	5.2	5.2
14.000	5.3	5.3	5.3	5.3	5.3
14.500	5.4	5.4	5.4	5.4	5.5
15.000	5.5	5.5	5.5	5.5	5.5
15.500	5.6	5.6	5.6	5.6	5.6
16.000	5.6	5.7	5.7	5.7	5.7
16.500	5.7	5.7	5.7	5.8	5.8
17.000	5.8	5.8	5.8	5.8	5.8

Subsection: Time-Depth Curve  
 Label: Town of Chapel Hill Design Storms

Return Event: 25 years  
 Storm Event: TypeII 24hr (6.4 in)

**CUMULATIVE RAINFALL (in)**  
**Output Time Increment = 0.100 hours**  
**Time on left represents time for first value in each row.**

Time (hours)	Depth (in)	Depth (in)	Depth (in)	Depth (in)	Depth (in)
17.500	5.8	5.9	5.9	5.9	5.9
18.000	5.9	5.9	5.9	5.9	5.9
18.500	6.0	6.0	6.0	6.0	6.0
19.000	6.0	6.0	6.0	6.0	6.0
19.500	6.1	6.1	6.1	6.1	6.1
20.000	6.1	6.1	6.1	6.1	6.1
20.500	6.1	6.2	6.2	6.2	6.2
21.000	6.2	6.2	6.2	6.2	6.2
21.500	6.2	6.2	6.2	6.2	6.3
22.000	6.3	6.3	6.3	6.3	6.3
22.500	6.3	6.3	6.3	6.3	6.3
23.000	6.3	6.3	6.4	6.4	6.4
23.500	6.4	6.4	6.4	6.4	6.4
24.000	6.4	(N/A)	(N/A)	(N/A)	(N/A)

Subsection: Time-Depth Curve  
 Label: Town of Chapel Hill Design Storms

Return Event: 100 years  
 Storm Event: TypeII 24hr (8.0 in)

---

Time-Depth Curve: TypeII 24hr (8.0 in)

---

Label	TypeII 24hr (8.0 in)
Start Time	0.000 hours
Increment	0.100 hours
End Time	24.000 hours
Return Event	100 years

---

**CUMULATIVE RAINFALL (in)**  
**Output Time Increment = 0.100 hours**  
**Time on left represents time for first value in each row.**

Time (hours)	Depth (in)	Depth (in)	Depth (in)	Depth (in)	Depth (in)
0.000	0.0	0.0	0.0	0.0	0.0
0.500	0.0	0.0	0.1	0.1	0.1
1.000	0.1	0.1	0.1	0.1	0.1
1.500	0.1	0.1	0.1	0.2	0.2
2.000	0.2	0.2	0.2	0.2	0.2
2.500	0.2	0.2	0.2	0.3	0.3
3.000	0.3	0.3	0.3	0.3	0.3
3.500	0.3	0.3	0.4	0.4	0.4
4.000	0.4	0.4	0.4	0.4	0.4
4.500	0.4	0.5	0.5	0.5	0.5
5.000	0.5	0.5	0.5	0.5	0.6
5.500	0.6	0.6	0.6	0.6	0.6
6.000	0.6	0.7	0.7	0.7	0.7
6.500	0.7	0.7	0.7	0.8	0.8
7.000	0.8	0.8	0.8	0.8	0.9
7.500	0.9	0.9	0.9	0.9	0.9
8.000	1.0	1.0	1.0	1.0	1.0
8.500	1.1	1.1	1.1	1.1	1.2
9.000	1.2	1.2	1.2	1.3	1.3
9.500	1.3	1.3	1.4	1.4	1.4
10.000	1.4	1.5	1.5	1.6	1.6
10.500	1.6	1.7	1.7	1.8	1.8
11.000	1.9	1.9	2.0	2.1	2.2
11.500	2.3	2.5	2.8	3.4	4.5
12.000	5.3	5.5	5.6	5.7	5.8
12.500	5.9	5.9	6.0	6.1	6.1
13.000	6.2	6.2	6.3	6.3	6.4
13.500	6.4	6.4	6.5	6.5	6.5
14.000	6.6	6.6	6.6	6.6	6.7
14.500	6.7	6.7	6.8	6.8	6.8
15.000	6.8	6.9	6.9	6.9	6.9
15.500	6.9	7.0	7.0	7.0	7.0
16.000	7.0	7.1	7.1	7.1	7.1
16.500	7.1	7.1	7.2	7.2	7.2
17.000	7.2	7.2	7.2	7.3	7.3

Subsection: Time-Depth Curve  
 Label: Town of Chapel Hill Design Storms

Return Event: 100 years  
 Storm Event: TypeII 24hr (8.0 in)

**CUMULATIVE RAINFALL (in)**  
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Time (hours)	Depth (in)	Depth (in)	Depth (in)	Depth (in)	Depth (in)
17.500	7.3	7.3	7.3	7.3	7.4
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18.500	7.4	7.5	7.5	7.5	7.5
19.000	7.5	7.5	7.5	7.5	7.6
19.500	7.6	7.6	7.6	7.6	7.6
20.000	7.6	7.6	7.6	7.6	7.7
20.500	7.7	7.7	7.7	7.7	7.7
21.000	7.7	7.7	7.7	7.7	7.8
21.500	7.8	7.8	7.8	7.8	7.8
22.000	7.8	7.8	7.8	7.8	7.9
22.500	7.9	7.9	7.9	7.9	7.9
23.000	7.9	7.9	7.9	7.9	7.9
23.500	8.0	8.0	8.0	8.0	8.0
24.000	8.0	(N/A)	(N/A)	(N/A)	(N/A)

Subsection: Runoff CN-Area  
 Label: Post Dev Area - Storm Filter

Return Event: 1 years  
 Storm Event: TypeII 24hr (3.0 in)

### Runoff Curve Number Data

Soil/Surface Description	CN	Area (ft <sup>2</sup> )	C (%)	UC (%)	Adjusted CN
Impervious Areas - Paved parking lots, roofs, driveways, Streets and roads - Soil D	98.000	18,109	0.0	0.0	98.000
Open space (Lawns,parks etc.) - Good condition; grass cover > 75% - Soil D	80.000	4,131	0.0	0.0	80.000
COMPOSITE AREA & WEIGHTED CN --->	(N/A)	22,240	(N/A)	(N/A)	94.657

Subsection: Runoff CN-Area  
 Label: Post Dev Bypass

Return Event: 1 years  
 Storm Event: TypeII 24hr (3.0 in)

### Runoff Curve Number Data

Soil/Surface Description	CN	Area (ft <sup>2</sup> )	C (%)	UC (%)	Adjusted CN
Impervious Areas - Paved parking lots, roofs, driveways, Streets and roads - Soil D	98.000	95,227	0.0	0.0	98.000
Open space (Lawns,parks etc.) - Good condition; grass cover > 75% - Soil D	80.000	62,066	0.0	0.0	80.000
Woods - good - Soil D	77.000	42,513	0.0	0.0	77.000
COMPOSITE AREA & WEIGHTED CN --->	(N/A)	199,806	(N/A)	(N/A)	87.940

Subsection: Runoff CN-Area  
Label: Pre Dev Area

Return Event: 1 years  
Storm Event: TypeII 24hr (3.0 in)

### Runoff Curve Number Data

Soil/Surface Description	CN	Area (ft <sup>2</sup> )	C (%)	UC (%)	Adjusted CN
Impervious Areas - Paved parking lots, roofs, driveways, Streets and roads - Soil D	98.000	97,381	0.0	0.0	98.000
Open space (Lawns,parks etc.) - Good condition; grass cover > 75% - Soil D	80.000	66,026	0.0	0.0	80.000
Woods - good - Soil D	77.000	58,639	0.0	0.0	77.000
COMPOSITE AREA & WEIGHTED CN --->	(N/A)	222,046	(N/A)	(N/A)	87.102



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- Appendix D – Environmental
  - RCD, Floodplain, Jordan Buffer Determination



**PUBLIC WORKS DEPARTMENT  
STORMWATER MANAGEMENT DIVISION**

405 Martin Luther King, Jr. Blvd.  
Chapel Hill, NC 27514-5705  
Telephone (919) 969-7246  
Fax (919) 969-7276  
www.townofchapelhill.org

11/23/2016

Dave Ballentine  
221 Providence Road  
Chapel Hill, NC, 27514

RE: Stream Determination for Parcel # 9799-14-1643

Dear Mr. Ballentine:

As requested, the Town Public Works Department has performed a stream determination on the properties identified on the attached forms. This determination indicates whether different types of streams (perennial, intermittent, and/or ephemeral) or perennial waterbodies are present on the property in question or on nearby properties. These streams and their classifications are shown on the accompanying map. Stream segments regulated by the Jordan Lake Stream Buffer ordinance are highlighted. **Locations of all features on the map are approximate and must be field surveyed for precise location.**

This stream determination information is used to determine the location and extent of the Resource Conservation District and the Jordan Lake Watershed Riparian Buffer. Specific land use regulations and restrictions apply within the boundaries of these protected areas. If you are considering any kind of work on your property, including clearing vegetation, paving, grading, or building, please consult with the Town Planning Department to determine the possible extent of the Resource Conservation District and Jordan Lake Watershed Riparian Buffer on your property and corresponding regulations.

This classification will remain in effect for five years from the date of the site visit before a request for reclassification will be considered, unless the stream channel characteristics are significantly altered as a result of watershed changes.

In accordance with the Town's procedures, you may appeal this administrative decision to the Town Manager. If you wish to do so, you must file your written appeal accompanied by any materials you believe support your appeal, within **30** days of receipt of this letter.

If you have questions regarding stream determinations, please contact me at (919) 969-5083. If you have questions regarding the Town's Resource Conservation Districts or the Jordan Watershed Riparian Buffer regulations, please contact the Planning Department at (919) 968-2728, or view information online at <http://www.townofchapelhill.org/town-hall/departments-services/public-works/stormwater-management/regulations-ordinances>.

Regards,

Dave Milkereit  
Stormwater Specialist



## STREAM DETERMINATION RECORDS REVIEW

Property Information	
Parcel ID Number (PIN)	Address / Location Description
9799-14-1643	1602 E. Franklin St

After reviewing Town GIS information, USGS 1:24,000 Topographic maps, and County Soil Survey maps, I have determined no new stream determination will be required for the property(ies) listed above for the following reason(s):

- No unclassified streams or waterbodies, streams or waterbodies identified as requiring a new classification or determination, or unidentified flowlines (possible streams) are shown within 150 feet of the property in question on the Town's GIS, the USGS 1:24,000 Topographic map, or the County Soil Survey map for the area.
- A Resource Conservation District boundary was set on a recorded final plat for the property in question, and there are no streams or waterbodies shown on the USGS 1:24,000 Topographic map or County Soil Survey within 150 feet of the property.
- A stream determination has been done for this property, a property uphill or upstream, or a nearby property as of November 23, 2011 or later, and that stream determination applies to this property. A copy of the documentation for the relevant site visit(s) is available upon request.

Relevant PIN(s): 9890-12-2793,9799-14-8584, 9799-14-0340, 9799-14-2352

**A map showing water features, their Town flow classifications, presence of Jordan Riparian Buffers, and their approximate locations is attached. Origins or breakpoints that have been flagged in the field are marked on the map.**

Other conditions exist which may affect the location of the Resource Conservation District or Jordan Stream Buffer:

- FEMA floodzone is mapped in the area. Precise location of the Base Flood Elevation and associated Resource Conservation District must be determined by a field survey commissioned by the owner or a representative.
- Segments of perennial or intermittent stream are piped in the area. These segments do not have an associated Jordan Stream Buffer.
- Possible Jurisdictional Wetlands have been identified in the area. A formal review by a professional certified in Jurisdictional Wetland Delineation is recommended.

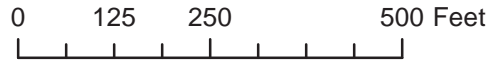
\_\_\_\_\_  
Town Staff signature

11/23/2016  
date

# Stream Determination Area Map

**Address:** 1602 E Franklin St

**Parcel ID:** 9799-14-1643



1 inch = 250 feet

- ⋯ Unclassified Stream
- · - · Ephemeral Stream
- - - - Intermittent Stream
- Perennial Stream
- Culverts
- 2-foot Contours
- 10-foot Contours
- Parcels
- Approximate Jordan Buffer
- Site visited

- Ephemeral Breakpoint
- Intermittent Breakpoint
- Perennial Breakpoint

Stream locations are approximate and must be verified by survey.  
 Buffers are measured from top of bank.



# USGS 24K Topographic / County Soil Survey Maps

 Site Parcel Boundary

**Address:** 1602 E Franklin St



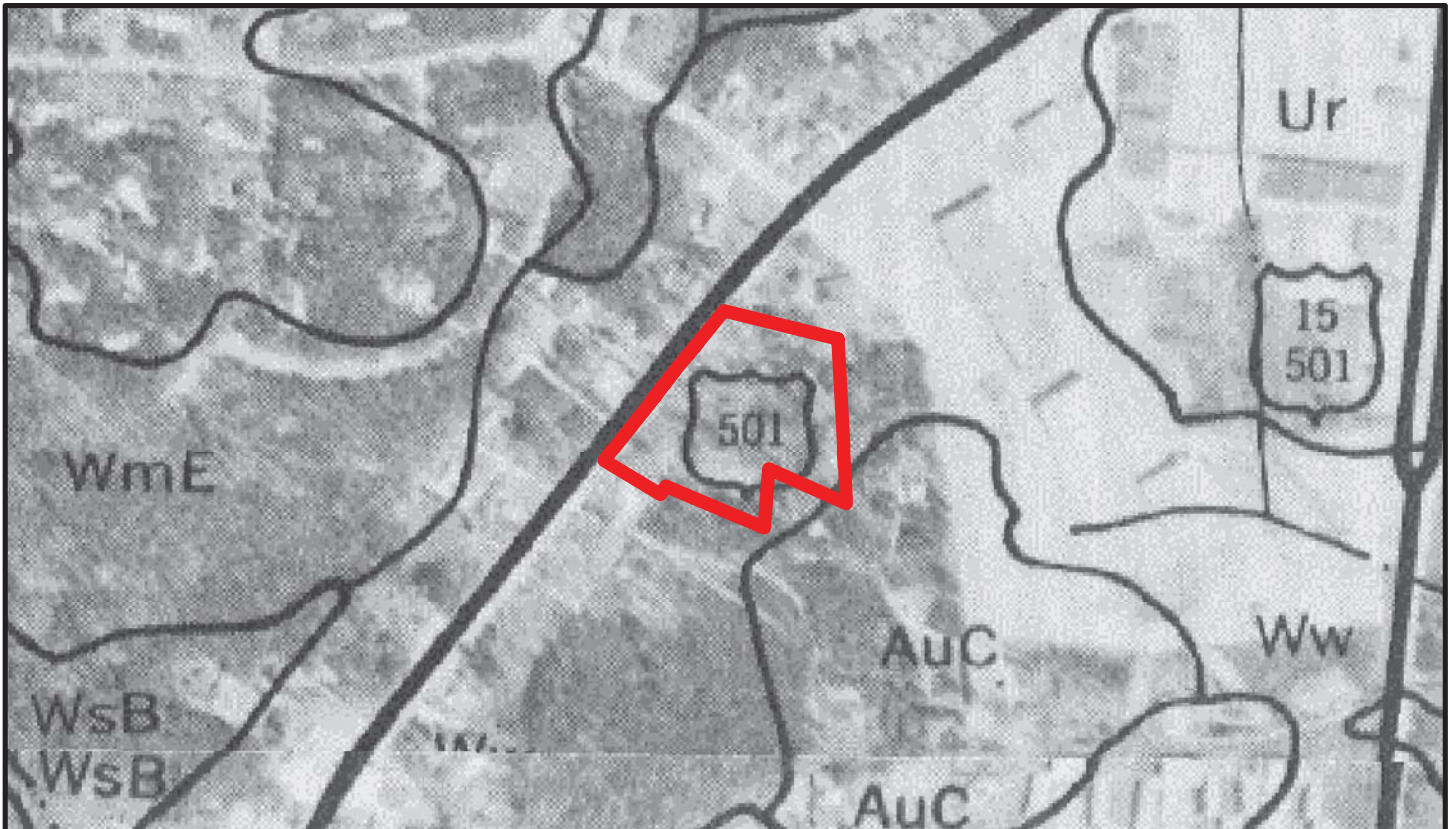
0 150 300 450 600 Feet

**Parcel ID:** 9799-14-1643



1 inch = 500 feet

*Created by Town of Chapel Hill Public Works Department - Stormwater Management Division- 11/22/2016*





**VIEW FROM FRANKLIN STREET**



NO.	REVISIONS	DATE

ISSUED	DATE
ZONING COMPLIANCE PERMIT DRAWINGS	2 MAY 18
	2 MAY 18
	2 MAY 18

- NOTES**
- ALL NEW TRIP CHANNELS AND ACCOMPANYING PARKING AREAS SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE N.C. DEPARTMENT OF TRANSPORTATION (NCDOT) STANDARD SPECIFICATIONS FOR CONSTRUCTION OF HIGHWAYS AND BRIDGES, LATEST EDITION, AND THE N.C. DEPARTMENT OF TRANSPORTATION (NCDOT) STANDARD SPECIFICATIONS FOR CONSTRUCTION OF AIRPORTS, LATEST EDITION.
  - EXISTING VEGETATION WITHIN REQUIRED LANDSCAPE BUFFERS SHALL BE PRESERVED AND PLANTINGS SHALL BE ADDED AS NEEDED TO FULFILL REQUIREMENTS AROUND AREAS OF SENSITIVE ENVIRONMENT.
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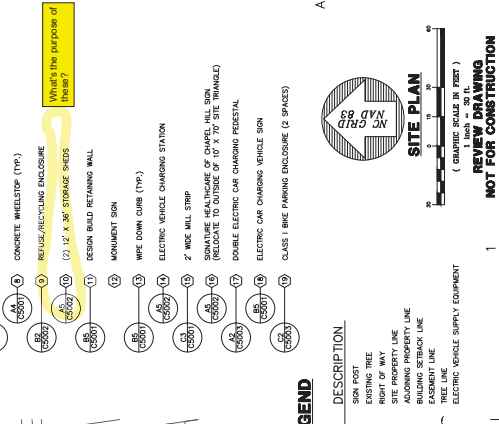
**SITE DATA**

APPLICANT:	SIGNATURE HEALTHCARE OF CHAPEL HILL, INC.
PROPERTY OWNER:	COP CHAPEL HILL
PROJECT ADDRESS:	1012 EAST FRANKLIN STREET
PARCELS:	1012 EAST FRANKLIN STREET
DEED REFERENCES:	DEED BOOK 6011 PAGE 11
EXISTING ZONING:	R-3
EXISTING USE:	GROUP CARE FACILITY
NET LAND AREA:	222,046 SF (51.0 AC)
DEVELOPED AREA:	24,221 SF (0.55 AC)
FLOOR AREA SUMMARS:	40,046 SF
EXISTING FLOOR AREA:	3,600 SF
PROPOSED FLOOR AREA TO BE ADDED:	49,446 SF
TOTAL:	74,008 SF
ALLOWABLE FLOOR AREA (O.A. X F.A.M.):	74,008 SF
PERCENTAGE:	100%
PROPOSED:	100%

**VEHICLE PARKING SUMMARY**

VEHICLE PARKING SUMMARY	EXISTING	PROPOSED	TOTAL
ALLOWED WITH 1978 SUP	79	104	183
MAX. REG. (80% MIN.) PER (LMD)	27 (1 PER 4 BEDS)	54 (1 PER 4 BEDS)	81
PERMITTED WITH 2017 SUP	82	104	186
TOTAL PROPOSED	82	104	186
RECYCLE PARKING CLASSIFIED	0	0	0
REQUIRED (SUP)	2	12	14
PROPOSED ACCESSIBLE PARKING	2	12	14
PROPOSED ACCESSIBLE PARKING	5 (INCL. 1 VAN ACCESSIBLE)	5 (INCL. 1 VAN ACCESSIBLE)	10
MEASUREMENT SUMMARY DATA			
EXISTING	97,381 SF (2238 AC)	619,347 SF (14130 AC)	716,728 SF (16348 AC)
POST DEVELOPED TOTAL	113,833 SF (2606 AC)	113,307 SF (2591 AC)	227,140 SF (5197 AC)
NET IMPROVEMENT INCREASE	16,152 SF (0.371 AC)		16,152 SF (0.371 AC)

- PLAN KEY NOTES**
- CONCRETE SIDEWALK (TYP.)
  - W/OT STOP SIGN
  - 30" CURB & GUTTER (TYP.)
  - INVERTED "T" BITE BACK (CLASS 3 BITE PARKING)
  - STANDARD HANICAP
  - VAN ACCESSIBLE HANICAP PARKING SIGN
  - PARKING SPACE STRIP (TYP.)
  - CONCRETE WHEELSTOP (TYP.)
  - REUSABLE/RECYCLING ENCLOSURE (2) 12' X 30' STORAGE BEDS
  - DESIGN BUILD RETAINING WALL
  - MONUMENT SIGN
  - W/KE DOWN CURB (TYP.)
  - ELECTRIC VEHICLE CHARGING STATION
  - 2" W/KE MILL STRIP
  - CONCRETE W/KE BACKPACK OF CHAPEL HILL SIGN (RELOCATE TO OUTSIDE OF 10' X 70' SITE TRIANGLE)
  - DOUBLE ELECTRIC CAR CHARGING PERSEAL
  - ELECTRIC CAR CHARGING VEHICLE SIGN
  - CLASS 1 BIKE PARKING ENCLOSURE (2 SPACES)



- ORANGE COUNTY SOLID WASTE NOTES**
- ALL EXISTING STRUCTURES 500 SQUARE FEET AND LARGER SHALL BE ASSESSED BY THE COUNTY'S REGULATED RECYCLABLE MATERIALS ORANGE (RMO) AND TO BE RECYCLED. UNRECYCLED PRESENT IN CONSTRUCTION OR DEMOLITION WASTE MUST BE RECYCLED.
  - PURSUANT TO THE COUNTY'S RMO, CLEAN WOOD WASTE, SCRAP METAL, AND SALVAGEABLE MATERIALS SHALL BE RECYCLED.
  - PURSUANT TO THE COUNTY'S RMO, ALL HAULERS OF WASTE CONSTRUCTION AND DEMOLITION WASTE SHALL BE LICENSED BY ORANGE COUNTY.
  - BEFORE ANY DEMOLITION OR CONSTRUCTION ACTIVITY ON THE SITE, THE CONTRACTOR SHALL OBTAIN A WASTE MANAGEMENT PLAN FROM THE COUNTY'S RMO OFFICE WITH OTHER DEVELOPMENT/PERMITS OFFICIALS.
  - THE PRESENCE OF ANY ABANDONED CONTAINERS (DRUMS) AND/OR OTHER WASTE MATERIALS SHALL BE REPORTED TO THE COUNTY'S RMO OFFICE AND ALL LOCAL, STATE, AND FEDERAL REGULATIONS AND GUIDELINES.

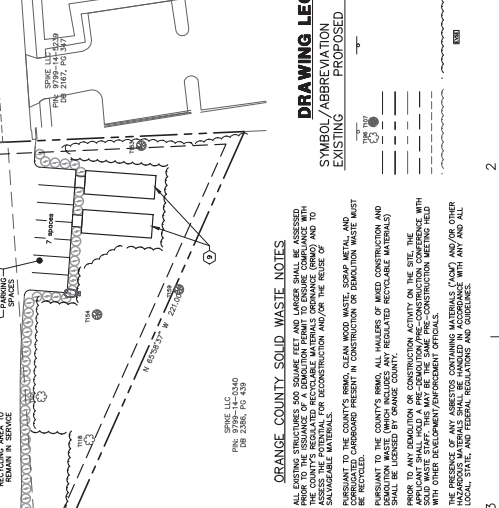
**DRAWING LEGEND**

SYMBOL/ABBREVIATION	DESCRIPTION
(Symbol)	EXISTING TREE
(Symbol)	PROPOSED TREE
(Symbol)	SITE PROPERTY LINE
(Symbol)	ADJOINING PROPERTY LINE
(Symbol)	BUILDING SETBACK LINE
(Symbol)	EXISTING SIDEWALK LINE
(Symbol)	PROPOSED SIDEWALK LINE
(Symbol)	ELECTRIC VEHICLE CHARGING STATION

**PAVING LEGEND**

SYMBOL	DESCRIPTION
(Symbol)	1" 5/8" OVERLAY
(Symbol)	CONCRETE DRIVE
(Symbol)	ASPHALT PAVEMENT

- PLAN KEY NOTES**
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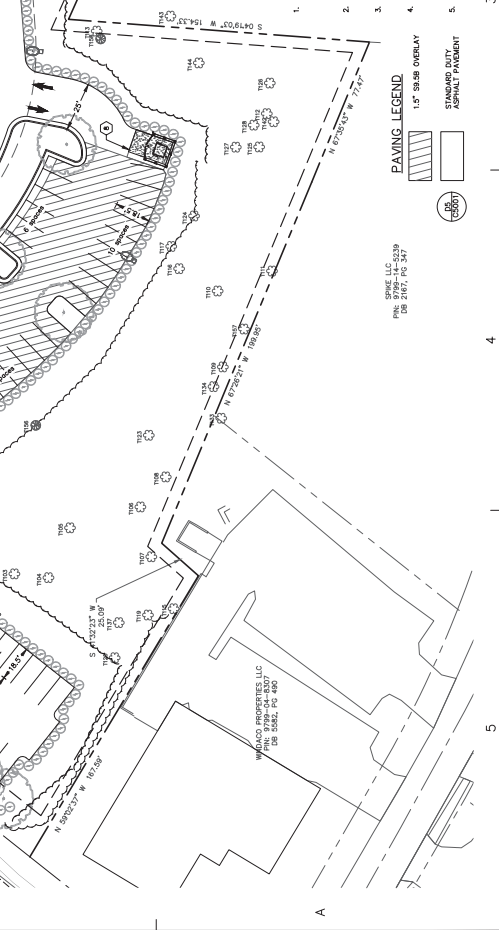
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VEHICLE PARKING SUMMARY	EXISTING	PROPOSED	TOTAL
ALLOWED WITH 1978 SUP	79	104	183
MAX. REG. (80% MIN.) PER (LMD)	27 (1 PER 4 BEDS)	54 (1 PER 4 BEDS)	81
PERMITTED WITH 2017 SUP	82	104	186
TOTAL PROPOSED	82	104	186
RECYCLE PARKING CLASSIFIED	0	0	0
REQUIRED (SUP)	2	12	14
PROPOSED ACCESSIBLE PARKING	2	12	14
PROPOSED ACCESSIBLE PARKING	5 (INCL. 1 VAN ACCESSIBLE)	5 (INCL. 1 VAN ACCESSIBLE)	10
MEASUREMENT SUMMARY DATA			
EXISTING	97,381 SF (2238 AC)	619,347 SF (14130 AC)	716,728 SF (16348 AC)
POST DEVELOPED TOTAL	113,833 SF (2606 AC)	113,307 SF (2591 AC)	227,140 SF (5197 AC)
NET IMPROVEMENT INCREASE	16,152 SF (0.371 AC)		16,152 SF (0.371 AC)

- PLAN KEY NOTES**
- CONCRETE SIDEWALK (TYP.)
  - W/OT STOP SIGN
  - 30" CURB & GUTTER (TYP.)
  - INVERTED "T" BITE BACK (CLASS 3 BITE PARKING)
  - STANDARD HANICAP
  - VAN ACCESSIBLE HANICAP PARKING SIGN
  - PARKING SPACE STRIP (TYP.)
  - CONCRETE WHEELSTOP (TYP.)
  - REUSABLE/RECYCLING ENCLOSURE (2) 12' X 30' STORAGE BEDS
  - DESIGN BUILD RETAINING WALL
  - MONUMENT SIGN
  - W/KE DOWN CURB (TYP.)
  - ELECTRIC VEHICLE CHARGING STATION
  - 2" W/KE MILL STRIP
  - CONCRETE W/KE BACKPACK OF CHAPEL HILL SIGN (RELOCATE TO OUTSIDE OF 10' X 70' SITE TRIANGLE)
  - DOUBLE ELECTRIC CAR CHARGING PERSEAL
  - ELECTRIC CAR CHARGING VEHICLE SIGN
  - CLASS 1 BIKE PARKING ENCLOSURE (2 SPACES)





**500**

**ISSUED** \_\_\_\_\_

**DATE** \_\_\_\_\_

**REVISIONS**

NO.	DATE	DESCRIPTION

**OWNER INFORMATION**

CDP CHAMEL HILL  
 220 CHAMEL HILL, SUITE 100  
 CHAMEL, PA 17014  
 PH: (717) 339-7951

**OWNER REPRESENTATIVE**

CHRISTOPHER R. WILSON  
 PH: (717) 339-7951

**PROJECT INFORMATION**

CDP CHAMEL HILL  
 220 CHAMEL HILL, SUITE 100  
 CHAMEL, PA 17014  
 PH: (717) 339-7951

**PROJECT REPRESENTATIVE**

CHRISTOPHER R. WILSON  
 PH: (717) 339-7951

**DESIGNER**

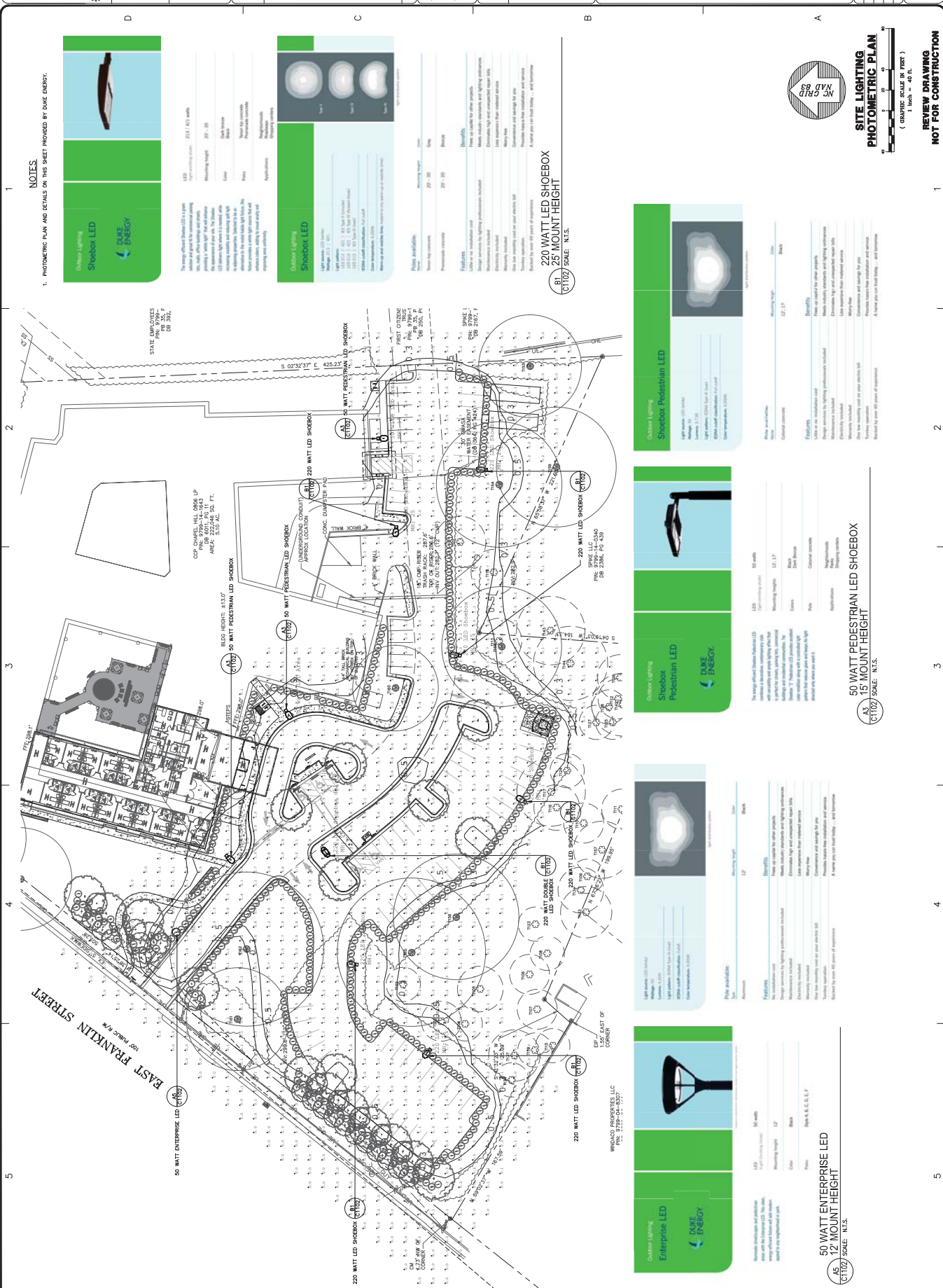
BALLENTINE ASSOCIATES, P.A.  
 2200 MARKET STREET, SUITE 200  
 HARRISBURG, PA 17104  
 PH: (717) 653-8888

**PERMITTING**

CDP CHAMEL HILL  
 220 CHAMEL HILL, SUITE 100  
 CHAMEL, PA 17014  
 PH: (717) 339-7951

**NOTES**

1. PHOTOMETRIC PLAN AND DETAILS ON THIS SHEET PROVIDED BY DUKE ENERGY.



**ISSUED** \_\_\_\_\_

**DATE** \_\_\_\_\_

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**NOTES**

1. PHOTOMETRIC PLAN AND DETAILS ON THIS SHEET PROVIDED BY DUKE ENERGY.

**SIGNATURE HEALTHCARE**  
**FACILITY EXPANSION**  
**CHAMEL HILL, NORTH CAROLINA**

**ZONING COMPLIANCE PERMIT DRAWINGS**

JOB NUMBER: 110000200  
 DATE: 24 JAN 18  
 SCALE: AS SHOWN  
 DRAWN BY: DBB  
 REVIEWED BY: CAR

**SHEET**  
**C1102**



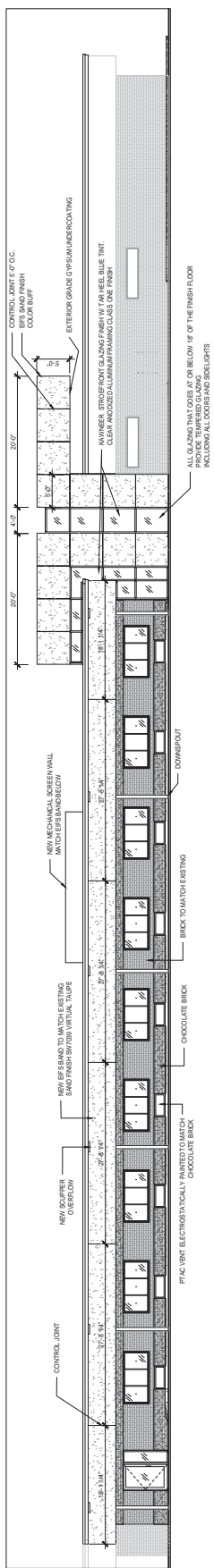
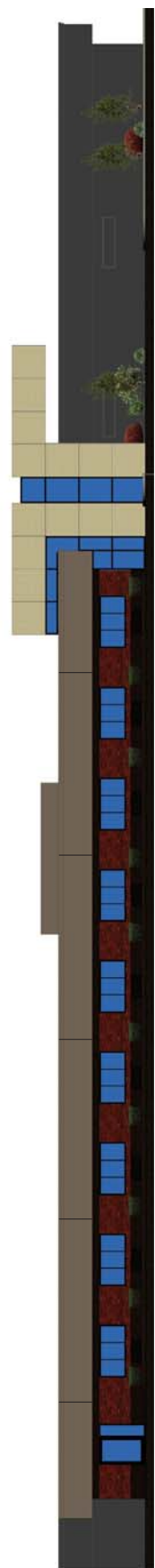


14 BED, 600 SQ FT SHORT TERM REHAB  
 ADDITION TO EXISTING NURSING  
 FACILITY FOR  
 SIGNATURE HEALTHCARE  
 OF CHAPEL HILL  
 1602 E. FRANKLIN STREET CHAPEL HILL, NC 27514

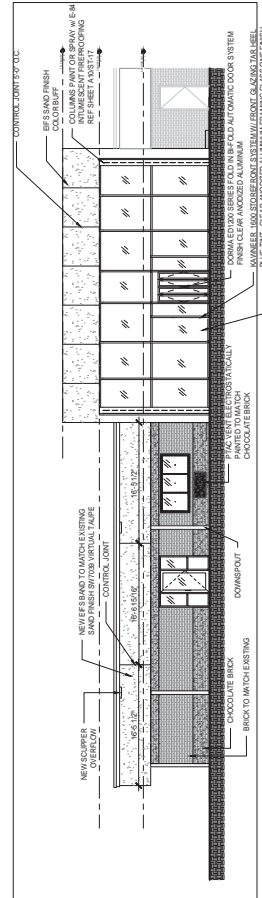
ADDITION &  
 CULTURE RENOVATION  
 ELEVATIONS

Drawn By: CH  
 Check By: TW  
 Scale: 1/8" = 1'-0"  
 Date:

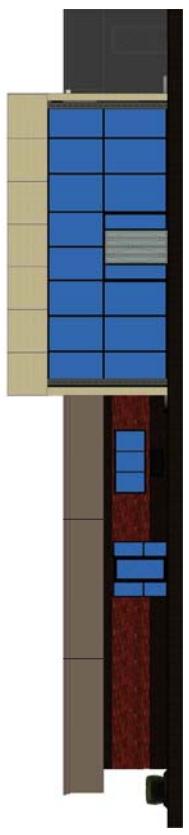
Drawing No. A-9



**EXTERIOR ELEVATION**  
 1/8" = 1'-0"  
 CHAPEL HILL, NORTH CAROLINA  
 1 A-3



**EXTERIOR ELEVATION**  
 1/8" = 1'-0"  
 CHAPEL HILL, NORTH CAROLINA  
 1 A-3





14 BED, 9,600 SQ FT SHORT TERM REHAB  
ADDITION TO EXIST. SNLTD NRSNG  
FACILITY FOR  
SIGNATURE HEALTHCARE  
OF CHAPEL HILL  
1602 E. FRANKLIN STREET CHAPEL HILL, NC 27514

ADDITION &  
CULTURE CHANGE RENOVATION

RENDERINGS  
Date: \_\_\_\_\_  
Scale: N.T.S.  
Drawn By: CH  
Checked By: TW

Drawing No.  
**R-1**



FRANKLIN STREET WEST ELEVATION w & w/o EFIS JOINTS  
NTS

1  
R-1



FRANKLIN STREET VIEW w & w/o EFIS JOINTS  
NTS

2  
R-1

CHAPEL HILL, NORTH CAROLINA

**STRUCTURE DETAILS**

STYLE: SOUTHERN CLASSIC GARAGE  
SIDING: PAINTED (LP SMARTSIDE)  
SIDEWALL HEIGHT: 7' 5.75"  
ROOF OVERHANG: STANDARD  
SIZE: 12X36

TRIM: STANDARD TRIM  
BASE: RUNNERS

**COLORS**

SIDING COLOR: NAVAJO WHITE  
TRIM COLOR: EARLY AMERICAN  
ROOF COLOR: DRIFTWOOD  
ROOF MATERIAL: ARCHITECTURAL  
SHINGLES

**DOORS & RAMPS**

76" H DOUBLE SOUTHERN CLASSIC DOOR  
5' X 6' RAMP  
HINGES: DELUXE HINGES  
76" H SINGLE SOUTHERN CLASSIC DOOR

**VENTS**

(2) CLASSIC VENTS  
COLOR: GAP GRAY

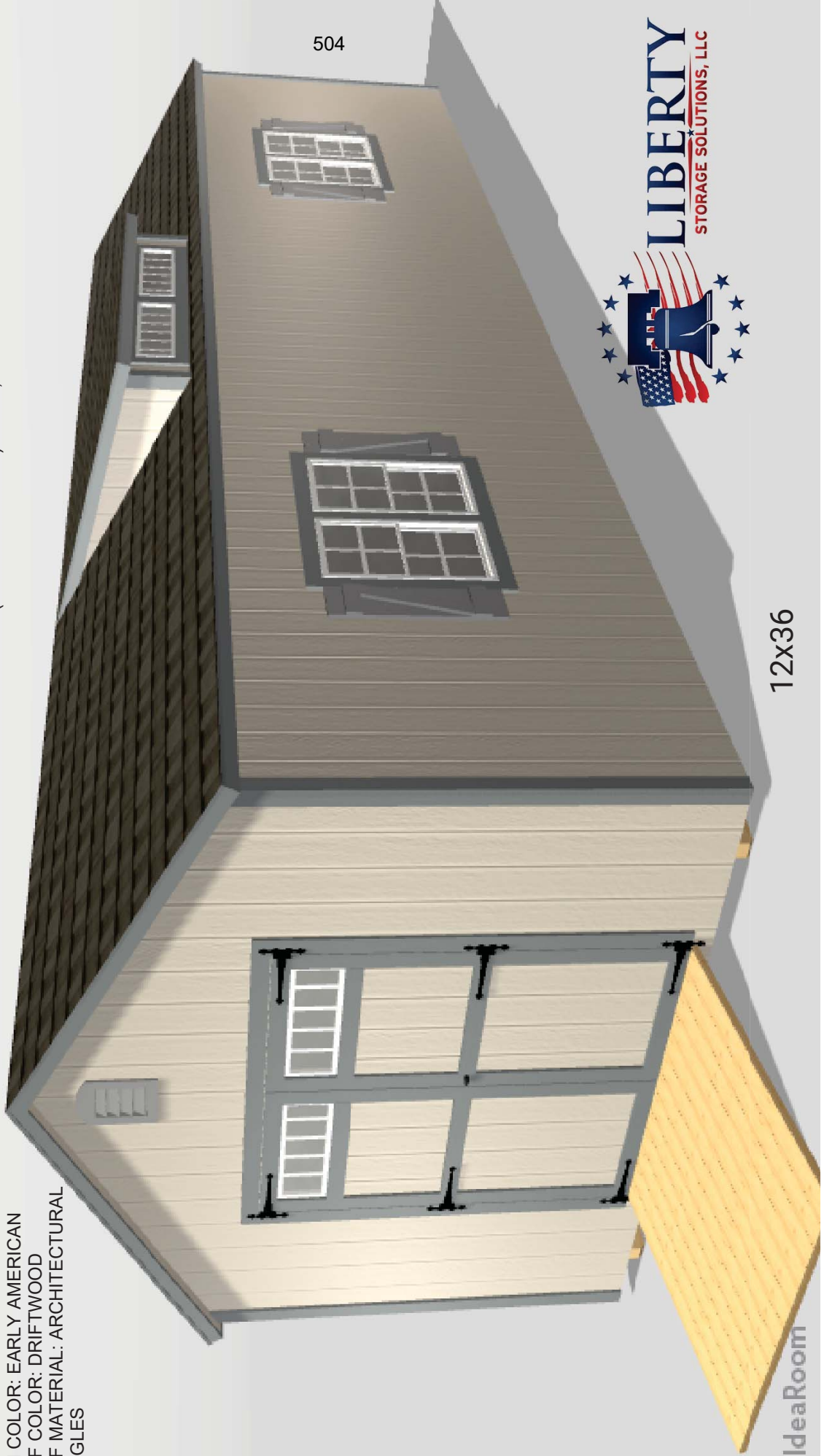
**WINDOWS & ACCESSORIES**

(4) 24"X36" WINDOWS  
WINDOW COLOR: WHITE  
SHUTTERS: 36" THREE BOARD PAINTED Z-SHUTTERS  
SHUTTERS COLOR: GAP GRAY  
DORMER: TRANSOM DORMER

**FLOORING & INTERIOR**

FLOORING: 3/4" ADVANTECH FLOORING  
FLOOR JOIST: 2X6 PRESSURE TREATED FLOOR JOISTS  
(STD ON 14' WIDE) FOR 8, 10 & 12 W

504



LIBERTY  
STORAGE SOLUTIONS, LLC

12x36

IdeaRoom



20180601000101980 S/INS  
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FILED Mark Chilton  
Register of Deeds, Orange Co., NC  
Recording Fee: \$26.00  
NC Real Estate TX: \$0.00

4 AM

MH

Prepared by: Kay Pearlstein, Chapel Hill Planning Department

Retorts:  
Town of Chapel Hill  
Planning Dept.  
405 Martin Luther King Jr. Blvd  
Chapel Hill, NC 27514



TOWN OF CHAPEL HILL  
405 MARTIN LUTHER KING JR BLVD  
CHAPEL HILL, NC 27514  
(919) 968-2728

ORANGE COUNTY

NORTH CAROLINA

SPECIAL USE PERMIT MODIFICATION

KNOW ALL MEN BY THESE PRESENTS, that the undersigned applicant, Ballentine Associates for Signature Health Care of Chapel Hill, having applied to the Town of Chapel Hill for a Special Use Permit Modification of the existing Special Use Permit approved by the Chapel Hill Town Council on November 17, 1978 (recorded in Deed Book 307 Page 553 at the Orange County Register of Deeds office) said Special Use Permit Modification approval was granted by the Town of Chapel Hill on October 25, 2017; if developed according to the Site Plan dated May 17, 2017, and the terms of said approval being as follows:

NAME OF PROJECT: Signature Health Care

DESCRIPTION OF PREMISE

LOCATION: 1602 East Franklin Street

ORANGE COUNTY PARCEL IDENTIFIER NUMBER: 9799-14-1643 *JRC*

DESCRIPTION OF DEVELOPMENT

GROSS LAND AREA: 244,251 square feet

MAXIMUM FLOOR AREA: 49,646 square feet

NUMBER OF BEDROOMS: 108 beds

IMPERVIOUS SURFACE: 113,336 square feet

SPECIAL TERMS AND CONDITIONS

Approves the application for Signature Health Care Development according to the Site Plan dated May 17, 2017 (on file in the Chapel Hill Planning Department), with the following modification of regulations:

- Modification of Section 5.9.7 of the Land Use Management Ordinance to increase Off-Street Parking space requirements by 28 spaces to allow a maximum of 82 vehicular parking spaces.

This finding is based on the determination that not all of the 104 parking spaces allowed by the original 1978 Special Use Permit were constructed (25 spaces left unconstructed), and the proposed building addition for expanded rehabilitation services will require additional employee and visitor parking. The community will be better served with the expansion of medical services at this location. Three additional spaces are proposed with the expansion of facilities. The Land Use Management Ordinance allows a maximum of one vehicle parking space per two beds for a Group Care Home or a maximum of 54 spaces.

- Modification of Section 5.9.7 of the Land Use Management Ordinance to decrease the bicycle parking space requirement to allow a minimum of 11 bicycle spaces.

This finding is based on the determination that the facility offers recovery-care and rehabilitation services. The reduction in spaces would provide bicycle parking for approximately 25 percent of the 43 employees. Two Class I spaces would be required and nine spaces as Class II. An interior shower is available to cyclists at the facility. The LUMO allows a minimum of four bicycle parking spaces or one space per four beds.

Stipulations Specific to the Signature Health Care of Chapel Hill Expansion

1. Construction Deadline: That construction begin by October 25, 2019 (two years from the date of approval) to be completed by October 25, 2021 (four years from the date of approval).
2. Land Use Intensity: This Special Use Permit Modification authorizes the following:

Use: Group Care Facility	
Gross Land Area	244,251 square feet
Total Floor Area Allowed	49,646 square feet
Maximum Vehicular Parking Spaces	82 spaces
Minimum Bicycle Parking Spaces	11 Spaces: 20% Class I and 80% Class II
Total Impervious Surface Area Allowed	113,336 square feet
Total number beds	108 beds
Land Disturbance	85,000 square feet

Access

3. Accessibility Requirements: Prior to issuance of a Certificate of Occupancy, the developer shall provide the minimum required handicapped infrastructure according to Americans with Disabilities Act and associated codes and standards.
4. Performance Bond: Prior to beginning construction, the developer shall submit a performance bond to the Town to cover 125 percent of the cost of the infrastructure improvements in the public right-of-way.
5. Driveway Sidewalk: A five-foot wide concrete sidewalk shall be constructed along the east side of the driveway and along the southern property line connecting the new sidewalk with the existing sidewalk. If space allows, the sidewalk shall be constructed around the five parking spaces adjacent to the building to prevent walking behind vehicles.
6. Driveway Permit: Prior to beginning work on the North Carolina Department of Transportation (NCDOT) right-of-way, the developer shall obtain an approved driveway permit and/or encroachment agreement(s). As a condition of the permit, the permittee shall be responsible for the design and construction of the stipulated improvements in accordance with NCDOT requirements. An approved permit will be issued upon receipt of approved roadway and signal construction plans, inspection fees, and any necessary performance and indemnity bonds.
7. Three Party Encroachment Agreement: Prior to work within the East Franklin Street right-of-way, including the sidewalk connection to the existing public sidewalk and the proposed landscaping within the East Franklin Street right-of-way, a three-party encroachment agreement will need to be submitted for approval to NCDOT. The Town of Chapel Hill will be the third party.
8. Future Pedestrian Connection: The property owner shall consider a pedestrian connection between Couch Road and through the Signature Health Care property once adjacent redevelopment begins on Couch Road.

Architecture

9. Storage Trailers: Two existing 40-foot by 8-foot trailers on the western edge of the existing parking lot shall be removed from the site prior to issuance of a Certificate of Occupancy.
10. Storage Sheds: Two storage 12-foot by 36-foot sheds shall be installed behind the six-space parking bay at the southern end of the site with sidewalks to access the sheds and subject to Community Design Commission approval.



Solid Waste and Recycling

11. Dumpster Capacity: That the developer monitor existing solid waste facilities for adequate capacity post construction and if additional facilities are needed, that new concrete dumpster pads and refuse/recycling enclosure shall be outside the critical root zone of rare and specimen trees.

Environment

12. Energy Management Plan: Prior to issuance of a Zoning Compliance Permit, the developer shall provide an Energy Management Plan for Town approval. The plan shall incorporate a "20 percent more energy efficient" feature to outperform the American Society of Heating, Refrigeration, and Air Conditioning Engineers (ASHRAE) energy efficiency standard in place at the time of approval.

In addition, we recommend that the Developer consider the use of the following:

- Graywater use from stormwater retention system;
- Existing pond for additional stormwater detention and/or increase capacity of new underground storm filter detention system to handle some of the existing stormwater runoff; and
- Solar Power Voltaics for the addition so that it might meet the AIA 2030 Challenge carbon reduction target.

**STANDARD STIPULATIONS**

Transportation

13. Repairs in Public Right-of-Way: Prior to issuance of a Certificate of Occupancy, the developer shall repair all damage for work in the public right-of-way related to the construction of this project, which may include pavement milling and overlay. The design must be reviewed and approved by the Town Manager prior to issuance of a Zoning Compliance Permit.
14. Street Closure Plan: Prior to the issuance of a Zoning Compliance Permit, the developer shall provide a street closure plan, subject to Town Manager approval, for any work requiring street, sidewalk, or lane closures.
15. Work Zone Traffic Control Plan: Prior to issuance of a Zoning Compliance Permit, the developer must provide a Work Zone Traffic Control Plan and a Construction Management Plan for approval by the Town Manager. The Work Zone Traffic Control Plan shall comply with the Manual on Uniform Traffic Control Devices. The Construction Management Plan shall provide staging, construction worker parking, construction vehicle routes, and hours of construction.
16. Bicycle Parking: Prior to the issuance of a Zoning Compliance Permit, the developer shall provide dimensioned details for the bicycle parking spaces that comply with Town parking standards. The bicycle parking design must comply with the spring 2010 Association of Pedestrian and Bicycle Professionals Guidelines, and the Class I and Class II bicycle parking standards required by the Town Design Manual.
17. Parking Lot Standards: Prior to issuance of a Certificate of Occupancy, the developer shall construct the parking lot and drive aisles to Town standards for pavement design and dimensions.
18. Vehicular Charging Stations: Prior to issuance of a Certificate of Occupancy the Developer shall dedicate two electric car charging spaces and lay the conduit for future electric car station expansion during the parking lot reconfiguration.
19. Sight Distance Triangles: The developer must provide sight distance triangles that meet AASHTO standards on the landscape plan prior to issuance of a Zoning Compliance Permit. Landscaping must be removed within the sight distance triangle for clear and unobstructed line of sight for vehicles.

Transportation Management Plan

20. Transportation Management Plan: Prior to issuance of a Zoning Compliance Permit, we recommend the developer submits an updated Transportation Management Plan subject to Town Manager approval, including conducting an initial survey of employees' interest for purchasing electric vehicles.

Landscape and Architecture

21. Invasive Exotic Vegetation: Prior to the issuance of a Zoning Compliance Permit, the developer shall identify on the planting plan, known invasive exotic species of vegetation, as defined by the Southeast Exotic Pest Plant Council (SE-EPPC)<sup>1</sup>, and provide notes indicating removal of any identified exotic species from the landscape buffer areas, prior to planting.
22. Landscape Protection: Prior to issuance of a Zoning Compliance Permit, a detailed Landscape Protection Plan shall be approved. The plan shall include which trees will be removed and which will be preserved, critical root zones of all rare and specimen trees, and clearly indicate names and species.

<sup>1</sup><http://www.se-eppc.org/weeds.cfm>





23. Tree Protection Fencing Prior to Construction: Prior to issuance of a Zoning Compliance Permit, the developer shall provide a note on the Final Plans indicating that tree protection fencing will be installed prior to land-disturbing activity on the site. Tree protection fencing shall be provided around construction limits, construction parking and materials staging/storage areas. Town standard landscaping protection notes, shall be included on the plans, subject to Town Manager approval.
24. Landscape Planting Plan: Prior to issuance of a Zoning Compliance Permit, the developer shall provide a detailed Landscape Planting Plan with a detailed planting list, subject to Town Manager approval. The Plan shall include canopy trees that are proposed to shade any surface parking areas.
25. Tree Canopy: That the final plans shall exhibit 40 percent canopy coverage through a combination of retained and replanted trees.
26. Demolition Plan: Prior to beginning building demolition, the developer must submit a Demolition Plan showing how materials will be recycled.
27. Steep Slopes: Prior to issuance of a Zoning Compliance Permit, the Developer shall include a map indicating how development and construction will comply with the steep slopes regulations in the Land Use Management Ordinance, subject to Town Manager review and approval.
28. Lighting Plan Approval: Prior to issuance of a Zoning Compliance Permit, the Community Design Commission shall approve a lighting plan for this site and shall take additional care during review to ensure that the proposed lighting plan will minimize 1) upward light pollution and 2) off-site spillage of light.
29. Community Design Commission Approval: The Developer shall obtain Community Design Commission approval of building elevations prior to issuance of a Zoning Compliance Permit.
30. Alternative Buffer: The Developer shall obtain Community Design Commission approval of Alternative Buffers prior to issuance of a Zoning Compliance Permit.

#### Stormwater Management

31. Stormwater Management Plan: This project must comply with the Section 5.4 Stormwater Management of the Land Use Management Ordinance.
32. Erosion Control Inspections: In addition to the requirement during construction for inspection after every rainfall, the developer shall inspect the erosion and sediment control devices and offsite roadways daily, make any necessary repairs or adjustments to the devices, remove deposition of wet or dry silt on adjacent roadways and maintain inspection logs documenting the daily inspections and any necessary repairs.
33. Phasing Plan: Prior to issuance of a Zoning Compliance Permit, the developer shall obtain approval of a Phasing Plan that provides details of which improvements are to be constructed during each phase. The phasing plan shall detail public improvements, and stormwater management structures will be completed in each phase prior to requesting a Certificate of Occupancy. Construction for any phase may not begin until all public improvements in previous phases are complete, with a note to this effect on the final plans and plats.
34. Erosion Control Bond: If one acre or more is uncovered by land-disturbing activities for this project, then a performance guarantee in accordance with *Section 5-97.1 Bonds* of the Town Code of Ordinances shall be required prior to final authorization to begin land-disturbing activities.
35. Silt Control: The developer shall take appropriate measures to prevent and remove the deposit of wet or dry silt on adjacent paved roadways.
36. Curb Inlets: The developer shall provide pre-cast curb inlet hoods and covers stating, "Dump No Waste! Drains to Jordan Lake", in accordance with the specifications of the Town Standard Detail SD-5A, for all new curb inlets for private, Town and State rights-of-way.
37. As-Built Plans: Prior to the issuance of a Certificate of Occupancy, the developer shall provide certified as-built plans for building footprints, parking lots, street improvements, storm drainage systems and stormwater management structures, and all other impervious surfaces, and a tally of the constructed impervious area. The as-built plans should be in DXF binary format using State plane coordinates and NAVD 88.
38. On-Site/Adjacent Stormwater Features: Prior to issuance of a Zoning Compliance Permit the final plans shall locate and identify existing site conditions including all on-site and adjacent stormwater drainage features on the plans. The final plans must provide proper inlet protection for the stormwater drainage inlets on or adjacent to the site to ensure the stormwater drainage system will not be obstructed with construction debris.



39. Repair/Replacement of Damaged Stormwater Infrastructure: Existing stormwater infrastructure that is damaged as a result of the project demolition or construction must be repaired or replaced, as specified by the Stormwater Management Engineer, prior to requesting a Certificate of Occupancy.

Water, Sewer, and Other Utilities

40. Utility/Lighting Plan Approval: The final utility/lighting plan shall be approved by Orange Water and Sewer Authority, Duke Energy, other local utility service providers, and the Town Manager before issuance of a Zoning Compliance Permit. The property owner shall be responsible for assuring that these utilities can continue to serve the development. In addition, detailed construction drawings shall be submitted to OWASA for review/approval prior to issuance of a Zoning Compliance Permit.
41. Lighting Plan: Prior to issuance of a Zoning Compliance Permit, the developer shall submit for Town Manager review and approval site plans and other required documents to satisfy the lighting requirements of Section 5.11 of the Land Use Management Ordinance including submission of a lighting plan; providing for adequate lighting on public sidewalks, including driveway crossings and beneath awnings; demonstrating compliance with Town standards; and sealed by a Professional Engineer.
42. Relocation of Overhead Utilities Underground: Prior to issuance of a Certificate of Occupancy, the developer shall provide for the underground installation of all public utilities as specified by Section 5.12.2 in the Land Use Management Ordinance.
43. Water/Sewer Line Construction: All public water and sewer plans shall be approved by OWASA and constructed according to their standards. Where sewer lines are located beneath drive aisles and parking areas, construction methods approved by OWASA shall be employed to ensure that sewer lines will not be damaged by heavy service vehicles. Final plans shall be approved by OWASA and the Town Manager prior to issuance of a Zoning Compliance Permit.
44. Recordation of Documents: Prior to issuance of a Zoning Compliance Permit, easement plats and documentation as required by OWASA and the Town Manager shall be recorded if necessary.

Fire Safety

45. Firefighting Access during Construction: As required by NC Fire Code (Section 1410.1 Required Access), vehicle access for firefighting shall be provided to all construction or demolition sites including vehicle access to within 100 feet of temporary or permanent fire department connections and hydrants. Vehicle access shall be provided by either temporary or permanent roads capable of supporting vehicle loading under all weather conditions.
46. Fire Flow Report: That the Final Plan application shall include a Fire Flow Report sealed by an Engineer registered in the State of North Carolina. An OWASA flow test must be provided with the report. Fire flow shall meet the 20 psi or exceed the requirements set forth in the Town Design Manual. The Fire Flow Report shall be reviewed and approved by the Town Manager prior to issuance of a Zoning Compliance Permit.
47. Automatic Sprinkler System: The developer shall install automatic sprinkler systems in accordance with Town Code and NC Fire Code.
48. Hydrants Active: The developer shall provide active fire hydrant coverage, acceptable to the Fire Department, for any areas where combustible construction materials will be stored or installed, prior to having such materials delivered to the site. All required fire hydrants must be installed, active, and accessible for the Fire Department use prior to the arrival of combustible materials on site. That fire protection systems shall be installed according to Town Ordinance, the NC Fire Code, and NFPA 13.
49. Fire Hydrant and FDC Locations: The Final Plans shall indicate the locations of existing and proposed fire hydrants and Fire Department Connections (FDC). Fire Department Connections shall be located on the street side of the building within 100 feet of a hydrant. Hydrant spacing shall comply with the Town Design Manual. Design shall be reviewed and approved by the Town Manager prior to issuance of a Zoning Compliance Permit.
50. Fire Hydrant Accessibility: All structures must be located within 500 feet of a fire hydrant. The developer must maintain a 50-foot maximum distance between fire hydrants and Fire Department Connections, in a clearly visible and accessible location on the street side of buildings.

Solid Waste Management and Recycling

51. Solid Waste Management Plan: Prior to issuance of a Zoning Compliance Permit, a detailed Solid Waste Management Plan, including a recycling plan and a plan for managing and minimizing construction debris, shall be approved by the Town Manager. The plan shall include dimensioned, scaled details of any proposed refuse/recycling collection areas, associated screening, and protective bollards, if applicable. Each bulk waste container shall be labeled as to type of material to be collected.



52. Construction Waste: Clean wood waste, scrap metal and corrugated cardboard, all present in construction waste, must be recycled. All haulers of construction waste must be properly licensed. The developer shall provide the name of the permitted waste disposal facility to which any land clearing or demolition waste will be delivered.
53. Recycling Service: The developer shall contact Orange County Solid Waste Management to establish commercial recycling and cardboard collection services.

#### State and Federal Approvals

54. State or Federal Approvals: Any required State or federal permits or encroachment agreements (e.g., 401 water quality certification, 404 permit) shall be approved and copies of the approved permits and agreements be submitted to the Town of Chapel Hill prior to the issuance of a Zoning Compliance Permit.
55. North Carolina Department of Transportation Approvals: Prior to issuance of a Zoning Compliance Permit, plans for any improvements to State-maintained roads or in associated rights-of-way shall be approved by NCDOT.

#### Miscellaneous

56. Temporary Construction Access Agreements: Prior to issuance of a Zoning Compliance Permit, the developer shall provide construction agreements with adjacent property owners where necessary, subject to Town Manager approval. If the abutting property is to be used as part of construction access, the developer shall provide documentation of permission from the owner of said property.
57. Construction Management Plan: A Construction Management Plan shall be approved by the Town Manager prior to issuance of a Zoning Compliance Permit. The construction management plan shall: 1) indicate how construction vehicle traffic will be managed, 2) identify parking areas for on-site construction workers including plans to prohibit parking in residential neighborhoods, 3) indicate construction staging and material storage areas, 4) identify construction trailers and other associated temporary construction management structures, and 5) indicate how the project construction will comply with the Town's Noise Ordinance.
58. Traffic and Pedestrian Control Plan: That the developer shall provide a Work Zone Traffic Control Plan for movement of motorized and non-motorized vehicles on any public street that will be disrupted during construction. The plan must include a pedestrian management plan indicating how pedestrian movements will be safely maintained. The plan must be reviewed and approved by the Town Manager prior to the issuance of a Zoning Compliance Permit. At least five working days prior to any proposed lane or street closure, the developer must apply to the Town Manager for a lane or street closure permit.
59. Construction Sign Required: Prior to the commencement of any land disturbing activities, the developer shall post a construction sign at the development site that lists the property owner's representative and telephone number, the contractor's representative and telephone number, and a telephone number for regulatory information at the time of issuance of a Building Permit. The construction sign may have a maximum of 32 square feet of display area and maximum height of 8 feet. (§5.14.3(g) of Land Use Management Ordinance). The sign shall be non-illuminated, and shall consist of light letters on a dark background. That prior to the issuance of a Zoning Compliance Permit, a detail of the sign shall be reviewed and approved by the Town Manager.
60. Open Burning: The open burning of trees, limbs, stumps, and construction debris associated with this development is prohibited.
61. Detailed Plan Review and Approval: Prior to issuance of a Zoning Compliance Permit, final detailed site plans, grading plans, utility/lighting plans, stormwater management plans (with hydrologic calculations), landscape plans, and landscape maintenance plans shall be approved. Such plans shall conform to plans approved by the Council and demonstrate compliance with all applicable regulations and standards of the Land Use Management Ordinance and Design Manual.
62. Town Manager Review and Approval: Plans, plats, and associated detailed requirements as set forth in the stipulations of this resolution and incorporated into the Special Use Permit shall be reviewed and approved by the Town Manager, or his designee, as well as outside agencies, such as NCDOT, OWASA, and Duke Energy, where indicated.
63. As-Built Plans: Prior to issuance of a Certificate of Occupancy, the developer shall provide certified as-built plans for building footprints, parking lots, street improvements, storm drainage systems and stormwater management structures, and all other impervious surfaces. The as-built plans should be in DXF binary format using State plane coordinates and NAVD 88. The developer shall also contact the Town's Engineering and Design Services Division for address assignment of each unit.
64. Vested Right: This Special Use Modification Permit constitutes a site specific development plan establishing a vested right as provided by North Carolina General Statutes Section 160A-385.1 and the Chapel Hill Land Use Management Ordinance.
65. Continued Validity: Continued validity and effectiveness of this approval shall be expressly conditioned on the continued compliance with the plans and conditions listed above.



66. Non-Severability: If any of the above conditions is held to be invalid, approval in its entirety shall be void.

67. Relationship to Existing Special Use Permit: Except as modified herein, the provisions of the original Special Use Permit, recorded in book 307, page 553, shall remain in effect.

BE IT FURTHER RESOLVED that the Council hereby approves the application for a Special Use Permit Modification for Signature Health Care of Chapel Hill Expansion at 1602 East Franklin Street.

\*\*\*\*\*

IN WITNESS WHEREOF, the Town of Chapel Hill has caused this instrument to be executed in its name as evidence of the issuance of said permit, and the undersigned being all of the property owners of the property above described, have executed this instrument in evidence of their acceptance of said Special Use Permit as covenant running with the land.

ATTEST

[Signature]  
Town Clerk

Town of Chapel Hill  
BY Benjamin G. Hitchings  
Ben Hitchings, Director  
Planning and Development Services  
Benjamin G.



ACCEPTED BY OWNER:

CCP CHAPEL HILL 0806 LP,  
a Delaware limited partnership

By: CCP Holdings GPI LLC,  
a Delaware limited liability company  
its general partner

By: [Signature]  
Name: Michael L. Costa  
Executive Vice President, Finance  
Its: \_\_\_\_\_

Attest: [Signature]  
Jon Eckhardt

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

COUNTY OF ORANGE

STATE OF CALIFORNIA

On 5/29/18, 2018, Michael L. Costa personally appeared before me, Notary Public, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

my hand and official seal.

[Signature]  
Signature



(Seal)

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS  
ORANGE COUNTY

NORTH CAROLINA

I, Christina M. Strauch, a Notary Public in and for said County and State do hereby certify that Benjamin G.

Ben Hitchings, Director, Planning and Development Services, of the Town of Chapel Hill, and SABRINA M. OLIVER Deputy Town Clerk,

duly sworn says each for herself that she knows the corporate seal of the Town of Chapel Hill and that the seal affixed to the foregoing instrument is the corporate seal of the Town of Chapel Hill, Benjamin G. Ben Hitchings, Director, Planning and Development Services of said Town of Chapel Hill,

and SABRINA M. OLIVER, Deputy Town Clerk for the Town of Chapel Hill, subscribed their names thereto, that the corporate seal of the Town of Chapel Hill was affixed thereto, all by virtue of a resolution of the Chapel Hill Town Council, and that said instrument is the act and deed of the Town of Chapel Hill.

IN WITNESS WHEREOF, I have hereunto set my hand and Notarial Seal this the 26th day of March, 2018.

Christine M. Strauch  
Notary Public  
Christina M. Strauch

My commission expires: 4/14/18





513  
TOWN OF CHAPEL HILL

Town Hall  
405 Martin Luther King Jr.  
Boulevard  
Chapel Hill, NC 27514

Item Overview

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Item #: 18., File #: [21-0237], Version: 2

Meeting Date: 3/24/2021

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**Open the Public Hearing: Land Use Management Ordinance Text Amendments - Proposed Changes To Section 3.6.2 Historic Districts Related To Review Criteria And Section 8.4 Historic District Commission.**

See Staff Report on next page.

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**The Agenda will reflect the text below and/or the motion text will be used during the meeting.**

PRESENTER: Anya Grahn, Senior Planner

- a. Introduction and preliminary recommendation
- b. Recommendation of the Planning Commission and Historic District Commission
- c. Comments from the public
- d. Comments and questions from the Mayor and Town Council
- e. Referral to the Manager and Attorney
- f. Motion to close the Public Hearing and receive written public comments for 24 hours following the closed public hearing
- g. Consider enacting the Ordinance on April 21, 2021.

**RECOMMENDATION:** That the Council open the public hearing, receive public comments, and make a motion to schedule the proposed Land Use Management Ordinance text amendment decision at the April 21, 2021 Council meeting.



**OPEN THE PUBLIC HEARING: LAND USE MANAGEMENT ORDINANCE TEXT AMENDMENTS - PROPOSED CHANGES TO SECTION 3.6.2 HISTORIC DISTRICTS RELATED TO CERTIFICATE OF APPROPRIATENESS REQUIRED AND REVIEW CRITERIA AND SECTION 8.4 HISTORIC DISTRICT COMMISSION.**

**STAFF REPORT**

TOWN OF CHAPEL HILL PLANNING DEPARTMENT  
Colleen Willger, Director  
Judy Johnson, Assistant Director  
Anya Grahn, Senior Planner

<b>AMENDMENT REQUEST</b>	<b>DATE</b>	<b>APPLICANT</b>
Amend the Historic District Commission (HDC) sections of the Land Use Management Ordinance (LUMO) to improve HDC procedures and provide clarity to decisions of the HDC.	March 24, 2021	Planning Department
<b>STAFF'S RECOMMENDATION</b>		
That the Council open the public hearing regarding the Land Use Management Ordinance (LUMO) text amendment, receive public comment, and consider enacting the Ordinance at the April 21, 2021 Council meeting.		
<p><b>PROCESS</b></p> <p>The item before the Council is approval of a Land Use Management Ordinance (LUMO) Text Amendment. The Council must consider whether one or more of the <b>three findings</b> for enactment of the Land Use Management Ordinance Text Amendment applies:</p> <ol style="list-style-type: none"> <li>To correct a manifest error in the chapter; or</li> <li>Because of changed or changing conditions in a particular area or in the jurisdiction generally; or</li> <li>To achieve the purposes of the Comprehensive Plan.</li> </ol> <p>Changes in State Law now require "Design Guidelines" to be referred to as "Design Standards". Staff is proposing to make these and other amendments to clarify the role and decision-making process of the Historic District Commission.</p>	<p><b>DECISION POINTS</b></p> <ul style="list-style-type: none"> <li>Amend LUMO 3.6.2(b)(4) to reference the "Design Principles and Standards" rather than "Design Guidelines" and clarify staff's ability to approve Certificates of Appropriateness (COA) applications and COA amendments related to minor works as delegated to staff by the HDC.</li> <li>The current A through J criteria outlined in LUMO 3.6.2(e)(4) predate the adoption of the 2001 Design Guidelines. The HDC and applicants have consistently expressed concern that the A through J criteria do not align with the Design Guidelines and should be revised or removed.</li> <li>At the February 9, 2021, HDC meeting, the Commission requested that the amendments to the LUMO utilize the language provided in the <a href="#">State's Model Historic Preservation Ordinance ("Model Ordinance")</a>.<sup>1</sup> Staff has reviewed the language and incorporated it into draft Ordinance A.</li> <li>During the Public Information Meeting on February 25, staff heard interest in specifying in the LUMO that the HDC does not have landscape review authority to review vegetation and other plantings.</li> </ul>	
<b>Background</b>		
<p>In 2017, the Town Council Committee on Boards and Commissions considered ways to improve the Certificate of Appropriateness (COA) process. The Committee developed a set of recommendations for Council consideration that included possible LUMO text amendments. (See <a href="#">Town Council Meeting Materials – October 18, 2017</a><sup>2</sup>)</p>		
<p>From 2017 through 2019, the HDC worked with the Council Committee and Planning Department staff, advocating for LUMO text amendments that would better align the LUMO with the State Historic Preservation Office's (SHPO) <a href="#">model ordinance</a><sup>3</sup>. On September 23, 2019, staff presented an analysis of recommendations from the HDC, Council Committee, and staff to the Council Committee, and the Council Committee made a recommendation to move forward with seven text amendments. These amendments were brought forward to Council on <a href="#">October 15, 2019</a><sup>4</sup> and included staff analysis of the text amendments requested by the HDC. Council</p>		

<sup>1</sup> <https://files.nc.gov/ncdcr/historic-preservation-office/CLG/ModelPreservationCommissionOrdinance.pdf>

<sup>2</sup> [https://chapelhill.granicus.com/GeneratedAgendaViewer.php?view\\_id=21&clip\\_id=3313](https://chapelhill.granicus.com/GeneratedAgendaViewer.php?view_id=21&clip_id=3313)

<sup>33</sup> <https://files.nc.gov/ncdcr/historic-preservation-office/CLG/ModelPreservationCommissionOrdinance.pdf>

<sup>4</sup> <https://chapelhill.legistar.com/LegislationDetail.aspx?ID=4151867&GUID=0B8A9AF8-5AC9-4DB1-9581-4788EF63CFD9>

enacted the text amendments on [November 20, 2019](#)<sup>5</sup> with the understanding that additional changes to the LUMO would be made when the Design Guidelines Rewrite Project was completed.

In 2019, the Town received a Certified Local Government (CLG) grant from the State Historic Preservation Office (SHPO) to fund the Design Guidelines Rewrite Project. Completion of the project was anticipated to be August 2020; however, due to the COVID-19 pandemic, the Town received an extension from SHPO through February 15, 2021. The HDC adopted the Design Principles and Standards on March 18, 2021.

### **TEXT AMENDMENT OVERVIEW**

Legislative updates in Chapter 160D of the North Carolina General Statutes provide that the Historic District Commission shall “adopt principles and standards to guide the commission in determining congruity with the special character of the landmark or district for new construction, alterations, additions, moving, and demolition.” As part of the revisions to the 2001 Design Guidelines, staff has worked to adapt the Design Guidelines that comply with the Chapter 160D changes. Staff proposes amending the LUMO to refer to the Design Guidelines as “Design Principles and Standards.”

Text amendments to the A through J criteria are in response to a recommendation from the Council Committee on Boards and Commissions to improve HDC procedures and provide clarity to decisions of the HDC as well as the feedback staff has received from the HDC and community members. The text amendments would eliminate the A through J criteria and require HDC decisions to be based on the Design Standards.

The HDC recommended the text amendments reflect the language proposed in the SHPO’s model ordinance regarding applications and required procedures and staff has incorporated the language into the amendments to LUMO 3.6.2(e)(4).

### **ATTACHMENTS**

1. Text Amendment Summary
2. Draft Staff Presentation
3. Resolution A, Resolution of Consistency
4. Ordinance A (Enactment of Land Use Management Ordinance Text Amendment)
5. Resolution B (Deny Land Use Management Ordinance Text Amendment)
6. Historic District Commission Recommendation
7. Planning Commission Recommendation

<sup>5</sup> <https://chapelhill.legistar.com/LegislationDetail.aspx?ID=4244240&GUID=7CF6001D-D816-4A87-B7D2-6F8565313B64>





## **PROPOSED CHANGES: TEXT AMENDMENTS TO THE LAND USE MANAGEMENT ORDINANCE ARTICLES 3 AND 8**

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The following is a summary of the proposed text amendments to amend the LUMO to reflect the Design Principles and Standards.

### **1. Section 3.6.2 Historic Districts**

- Amend the text in Section 3.6.2 Historic Districts, subsection (b) Certificate of appropriateness required to replace "Historic District Design Guidelines" with "Design Principles and Standards" as well as reference staff's ability to approve minor works as authorized by the Historic District Commission:

(4) A certificate of appropriateness application and amendments to a certificate of appropriateness application may be reviewed and approved by the town manager according to specific review criteria contained in state law and guidelines Design Principles and Standards approved by the commission when the application is determined to involve minor work. Minor works are defined as those exterior changes that do not involve any substantial alterations, and do not involve additions or removals that could impair the integrity of the property and/or the district as a whole. Such minor works shall be limited to those listed in the Commission's Rules of Procedure Design Principles and Standards, or a successor document. No application involving a minor work may be denied without the formal action of the commission. Ordinance requirements for notification of affected property owners must be met for all applications.

- Amend the text in Section 3.6.2 Historic Districts, subsection (e) review criteria to align with the State Historic Preservation Office's Model Preservation Ordinance, specify that the Historic District Commission (HDC) does not have landscape authority, and eliminate the A through J review criteria:

1) In considering an application for a certificate of appropriateness, the review shall take into account the historical and/or architectural significance of the structure under consideration and the exterior form and appearance of any proposed additions or modifications to that structure, as informed by the Historic District Design Guidelines. When considering the application, the Commission shall apply the Design Principles and Standards and shall, in approving, approving with conditions, disapproving, or deferring an application, make findings of fact indicating the extent to which the application is or is not in compliance with the Design Principles and Standards, and shall cause these findings of facts to be entered into the minutes of its meetings. The minutes shall also contain a summary of any citation to evidence, testimony, studies, or other authority upon which the Commission based its decision.

(2) The review shall not consider interior arrangement or use.

(3) The review shall not consider plantings and other vegetation.

~~(3) The commission, using the criteria below, shall make findings of fact indicating whether the application is or is not congruous with the historic aspects of the historic district. The commission, in its written decision, shall~~

~~reference testimony or documents in the record of the hearing as appropriate and necessary in order to inform all parties of the basis of these findings of fact.~~

~~(4) The following criteria shall be considered, when relevant, by the commission in reviewing applications for a certificate of appropriateness:~~

- ~~A. The height of the building in relation to the average height of the nearest adjacent and opposite buildings.~~
- ~~B. The setback and placement on lot of the building in relation to the average setback and placement of the nearest adjacent and opposite buildings.~~
- ~~C. Exterior construction materials, including texture and pattern.~~
- ~~D. Architectural detailing, such as lintels, cornices, brick bond, and foundation materials.~~
- ~~E. Roof shapes, forms, and materials.~~
- ~~F. Proportion, shape, positioning and location, pattern, and size of any elements of fenestration.~~
- ~~G. General form and proportions of buildings and structures.~~
- ~~H. Appurtenant fixtures and other features such as lighting.~~
- ~~I. Structural conditions and soundness.~~
- ~~J. Architectural scale.~~

## **2. Section 8.4.6 Powers of the Commission**

Amend the text in Section 8.4.6 Powers of the Commission to replace "guidelines" with "principles and standards:"

### *8.4.6. Powers of the Commission.*

The commission is authorized and empowered to undertake actions reasonably necessary to the discharge and conduct of its duties and responsibilities as outlined in this appendix and in Chapter 160D, Article 19, Part 3C of the N.C. General Statutes, including but not limited to the following:

- (a) To recommend to the planning commission and council areas for designation by ordinance as historic districts;
- (b) To recommend to the planning commission and council that designation of any areas as a historic district be revoked or removed;
- (c) To recommend to the planning commission, council, and the State of North Carolina structures, sites, objects, or districts worthy of local, state, or national historical recognition;

- (d) To propose to the council amendments to this chapter or to any other ordinance relating to the historic district, and to propose new ordinances or laws relating to the historic district or to a program for the development of the historical resources of the Chapel Hill community;
- (e) To request the council to hold public hearings on matters within the purview of the commission;
- (f) To hear and decide applications for certificates of appropriateness in accord with [article 3](#) of this appendix; (Ord. No. 2004-02-23/O-2)
- (g) To establish ~~guidelines~~ principles and standards under which the town manager shall approve applications for certificates of appropriateness covering minor modifications on behalf of the commission;
- (h) To undertake, on its own or in collaboration with any other commission, board, agency, society, or organization, any programs of information, research, or analysis relating to any matters under its purview;
- (i) To cooperate with other commissions, boards, or agencies of the town or other governmental unit in offering or requesting assistance, guidance, or advice concerning matters under the commission's purview or of mutual interest;
- (j) To participate in negotiations with owners and other parties in an effort to find means of preserving historic buildings scheduled for demolition;
- (k) To provide advice to owners of property located within the historic district concerning the treatment of the historical and visual characteristics of their properties, such as color schemes, gardens and landscape features, and minor decorative elements;
- (l) To publish information or otherwise inform owners of property located within the historic district about any matters pertinent to the commission's duties, organization, procedures, responsibilities, functions, or requirements;
- (m) To contract, in accord with established town policies and procedures, for services or funds from agencies or departments of the State of North Carolina and the United States government;
- (n) To accept funds granted to the commission from private or non-profit organizations;
- (o) To organize itself and conduct its business by whatever legal means it deems proper;
- (p) To report violations of this appendix or related ordinances to the local official responsible for the enforcement thereof;
- (q) To exercise, within the historic district, all the powers and duties of the Chapel Hill Community Design Commission;

(r) To exercise such other powers and to perform such other duties as are authorized or required elsewhere by this appendix, the N.C. General Statutes, or by the council.



Land Use Management Ordinance Text Amendment  
Historic District Review Criteria & Historic  
District Commission  
March 24, 2021

DRAFT

# RECOMMENDATION

521

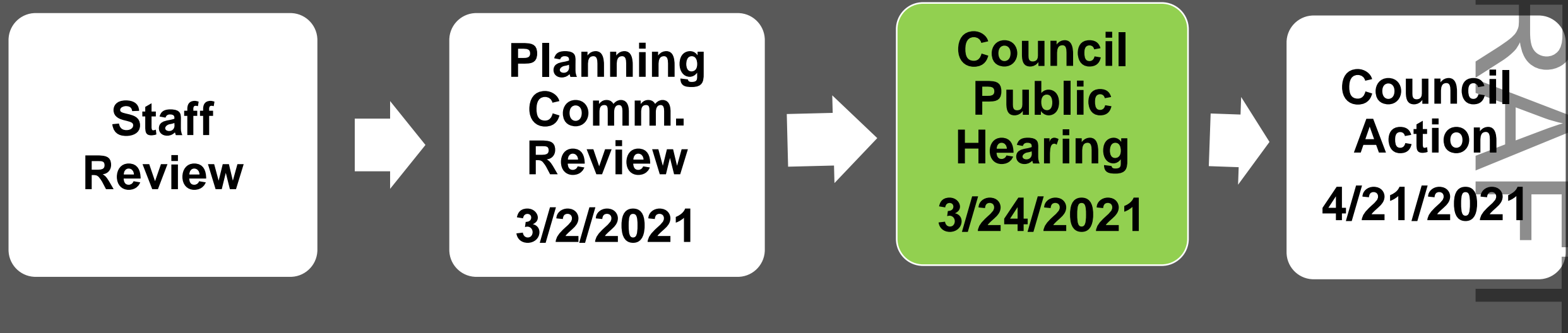
## Staff recommends:

- Open the Public Hearing;
- Receive comments
- Return for action at the April 21, 2021 Council meeting



# Text Amendment Process

522



# Text Amendment Background

523

- Legislative updates in Chapter 160D of NC General Statutes
- A through J review criteria predate the adoption of the 2001 Design Guidelines
- In 2019, Planning Department recommended amending the LUMO following adoption of the Design Principles & Standards
- HDC adopted the Design Principles & Standards on March 18, 2021

DRAFT



# What's in your packet?

524

- Staff Report
- Resolution A, Resolution of Consistency
- Ordinance A
- Resolution B, denying the amendment
- Historic District Commission Recommendation
- Planning Commission Recommendation

DRAFT

# HDC Review Criteria Text Amendment

525

- Remove A through J review criteria and rely on the Design Principles & Standards
- Amend the language to more closely reflect the State Historic Preservation Office's Model Preservation Ordinance
- Replace "Design Guidelines" with "Design Principles & Standards" reflecting legislative updates

DRAFT

# Proposed Changes to Section 3.6.2

526

*Staff's Text Amendment Summary shows the edits made to the specific definitions.*

## 3.6.2 Historic Districts.

### (b) Certificate of appropriateness required

(4) A certificate of appropriateness application and amendments to a certificate of appropriateness application may be reviewed and approved by the town manager according to specific review criteria contained in state law and guidelines Design Principles and Standards approved by the commission when the application is determined to involve minor work. Minor works are defined as those exterior changes that do not involve any substantial alterations, and do not involve additions or removals that could impair the integrity of the property and/or the district as a whole. Such minor works shall be limited to those listed in the Commission's ~~Rules of Procedure~~ Design Principles and Standards, or a successor document. No application involving a minor work may be denied without the formal action of the commission. Ordinance requirements for notification of affected property owners must be met for all applications

DRAFT

# Proposed Changes to Section 3.6.2

*Staff's Text Amendment Summary*<sup>527</sup> shows the edits made to the specific definitions.

## *3.6.2 Historic Districts.*

### *(e) Review criteria.*

(1) When considering the application, the Commission shall apply the Design Principles and Standards and shall, in approving, approving with conditions, disapproving, or deferring an application, make findings of fact, indicating the extent to which the application is or is not in compliance with the Design Principles and Standards, and shall cause these findings of facts to be entered into the minutes of its meetings. The minutes shall also contain a summary of any citation to evidence, testimony, studies, or other authority upon which the Commission based its decision.

(3) The review shall not consider plantings and other vegetation.

DRAFT

# Proposed Changes to Section 8.4

*Staff's Text Amendment Summary*<sup>528</sup> shows the edits made to the specific definitions.

## *8.4.6. Powers of the Commission.*

The commission is authorized and empowered to undertake actions reasonably necessary to the discharge and conduct of its duties and responsibilities as outlined in this appendix and in Chapter ~~160A~~160D, Article 19, Part 3C of the N.C. General Statutes, including but not limited to the following:

- (g) To establish ~~guidelines~~ principles and standards under which the town manager shall approve applications for certificates of appropriateness covering minor modifications on behalf of the commission;

DRAFT

# RECOMMENDATION

529

## Staff recommends:

- Open the Public Hearing;
- Receive comments
- Return for action at the April 21, 2021 Council meeting



**RESOLUTION A  
RESOLUTION OF CONSISTENCY**

(Enacting the Land Use Management Ordinance Text Amendment proposal)

**A RESOLUTION REGARDING AMENDING SECTION 3.6.2 HISTORIC DISTRICTS OF THE CHAPEL HILL LAND USE MANAGEMENT ORDINANCE RELATED TO CERTIFICATE OF APPROPRIATENESS REQUIRED AND REVIEW CRITERIA AND SECTION 8.4 HISTORIC DISTRICT COMMISSION AND CONSISTENCY WITH THE CHAPEL HILL 2020 COMPREHENSIVE PLAN (2021-XX-XX/R-#)**

WHEREAS, the Historic District Commission reviewed the text amendments to the Land Use Management Ordinance Article 3, Section 3.6.2 and Article 8, Section 8.4 on February 9, 2021 and recommended that the Council enact the text amendments; and

WHEREAS, the Planning Commission reviewed the text amendments to Land Use Management Ordinance Article 3, Section 3.6.2 and Article 8, Section 8.4 on March 3, 2021 and recommended that the Council enact the text amendments; and

WHEREAS, the Council called a Public Hearing on February 24, 2021 to amend Article 3, Sections 3.6.2 of the Land Use Management Ordinance as it relates to the Historic District Commission's Review Criteria applied to Certificates of Appropriateness application and Section 8.4 Historic District Commission; and

WHEREAS, the Council held that public hearing on March 24, 2021, receiving comments through 11:59 PM on March 25, 2021, and closed the public hearing at that point; and

WHEREAS, the Council of the Town of Chapel Hill has considered the proposed text amendment to the Land Use Management Ordinance (LUMO) Article 3, Section 3.6.2 Historic Districts regarding Certificate of Appropriateness Required and Review Criteria applied to Certificate of Appropriateness applications and Article 8, Section 8.4 Historic District Commission, and finds that the amendment, if enacted, is reasonable and in the public's interest and is warranted, to achieve the purposes of the Comprehensive Plan as explained by, but not limited to, the following goals of the Chapel Hill 2020 Comprehensive Plan:

- A vibrant, diverse, pedestrian-friendly, and accessible downtown with opportunities for growing office, retail, residential, and cultural development and activity (Good Places, New Spaces.2)
- A development decision-making process that provides clarity and consistency with the goals of the Chapel Hill 2020 comprehensive plan (Good Places, New Spaces.3)
- A range of neighborhood types that addresses residential, commercial, social, and cultural needs and uses while building and evolving Chapel Hill's character for residents, visitors, and students (Good Places, New Spaces.5)

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council hereby finds the proposed text amendment to be reasonable and consistent with the Town Comprehensive Plan.

This the \_\_\_\_ day of \_\_\_\_\_, 2021.

**ORDINANCE A**

(Enacting the Land Use Management Ordinance Text Amendment proposal)

**AN ORDINANCE AMENDING THE CHAPEL HILL LAND USE MANAGEMENT ORDINANCE SECTION 3.6.2 HISTORIC DISTRICTS RELATED TO CERTIFICATE OF APPROPRIATENESS REQUIRED AND REVIEW CRITERIA AND SECTION 8.4 HISTORIC DISTRICT COMMISSION (2021-XX-XX/O-#)**

WHEREAS, Legislative updates in Chapter 160D of the North Carolina General Statutes provide that the Historic District Commission shall “adopt principles and standards to guide the commission in determining congruity with the special character of the landmark or district for new construction, alterations, additions, moving, and demolition;” and

WHEREAS, the A through J review criteria outlined in Land Use Management Ordinance (LUMO) 3.6.2(e)(4) predate the adoption of the 2001 *Design Guidelines for the Chapel Hill Historic Districts* (“*Design Guidelines*”); and

WHEREAS, on September 23, 2019, Planning Department staff provided a recommendation to the Council Committee on Boards & Commission to amend the LUMO following the adoption of the Design Principles and Standards to provide greater clarity on the legal basis for application of the Design Principles and Standards in the Commission’s review of Certificate of Appropriateness (COA) applications; and

WHEREAS, the Historic District Commission adopted the Design Principles & Standards on March 18, 2021, and the A through J criteria do not reflect the guidance provided in this document; and

WHEREAS, the Historic District Commission reviewed the text amendments to the Land Use Management Ordinance Article 3, Section 3.6.2 and Article 8, Section 8.4 on \_\_\_\_\_ and recommended that the Council enact the text amendments; and

WHEREAS, the Planning Commission reviewed the text amendments to Land Use Management Ordinance Article 3, Section 3.6.2 and Article 8, Section 8.4 on \_\_\_\_\_ and recommended that the Council enact the text amendments; and

WHEREAS, the Council called a Public Hearing on \_\_\_\_ to amend Article 3, Sections 3.6.2 of the Land Use Management Ordinance as it relates to the Historic District Commission’s Review Criteria applied to Certificates of Appropriateness application and Article 8, Section 8.4 Historic District Commission; and

WHEREAS, the Council continued and held that public hearing on \_\_\_\_\_, receiving comments through 11:59 PM on \_\_\_\_\_, and closed the public hearing at that point; and

WHEREAS, the Council of the Town of Chapel Hill has considered the proposed text amendment to the Land Use Management Ordinance (LUMO) Article 3, Section 3.6.2 related to Historic District Commission’s Review Criteria applied to Certificates of Appropriateness application and Article 8 Section 8.4 Historic District Commission, and finds that the amendment, if enacted, is reasonable and in the public’s interest and is warranted, to achieve the purposes of the Comprehensive Plan as explained by, but not limited to, the following goals of the Chapel Hill 2020 Comprehensive Plan:

- A vibrant, diverse, pedestrian-friendly, and accessible downtown with opportunities for growing office, retail, residential, and cultural development and activity (Good Places, New Spaces.2)



- A development decision-making process that provides clarity and consistency with the goals of the Chapel Hill 2020 comprehensive plan (Good Places, New Spaces.3)
- A range of neighborhood types that addresses residential, commercial, social, and cultural needs and uses while building and evolving Chapel Hill's character for residents, visitors, and students (Good Places, New Spaces.5)

NOW, THEREFORE, BE IT ORDAINED by the Council of the Town of Chapel Hill that the Town Code of Ordinances, Appendix A. Land Use Management Ordinance, be amended as follows:

**Section 1.** Section 3.6.2.(e) Review Criteria is hereby revised to read as follows:

*3.6.2 Historic Districts.*

*“(b) Certificate of appropriateness required.*

(1) No exterior portion of any building or other structure (including masonry walls, fences, light fixtures, steps and pavement, or other appurtenant features), or any aboveground utility structure, or any type of outdoor advertising sign shall be erected, altered, restored, moved, or demolished within the historic district until an application for a certificate of appropriateness as to exterior architectural features has been approved. For purposes of this article, "exterior architectural features" shall include the architectural style, general design, and general arrangement of the exterior of a building or other structure, including the kind and texture of the building material, the size and scale of the building, and the type and style of all windows, doors, light fixtures, signs, and other appurtenant fixtures. In the case of outdoor advertising signs, "exterior architectural features" shall be construed to mean the style, material, size, and location of all such signs.

(2) A certificate of appropriateness shall be issued prior to the issuance of a zoning compliance permit or any other permit granted for purposes of constructing, altering, or demolishing buildings or structures. A certificate of appropriateness shall be required whether or not a zoning compliance permit is required. Any zoning compliance permit or other permit not issued in conformity with this section shall be invalid.

(3) The town and all public utility companies shall be required to obtain a certificate of appropriateness prior to initiating any changes in the character of street paving, sidewalks, utility installations, lighting, walls, fences, structures, and buildings on property owned or franchised by the Town of Chapel Hill or public utility companies, excluding regulatory signs, other traffic control measures and devices, and utility distribution systems located in public right-of-way.

(4) A certificate of appropriateness application and amendments to a certificate of appropriateness application may be reviewed and approved by the town manager according to specific review criteria contained in state law and ~~guidelines~~ Design Principles and Standards approved by the commission when the application is determined to involve minor work. Minor works are defined as those exterior changes that do not involve any substantial alterations, and do not involve additions or removals that could impair the integrity of the property and/or the district as a whole. Such minor works shall be limited to those listed in the Commission's ~~Rules of Procedure~~ Design Principles and Standards, or a successor document. No application involving a minor work may be denied without the formal action of the commission. Ordinance requirements for notification of affected property owners must be met for all applications.”

*“(e) Review criteria.*

~~(1) In considering an application for a certificate of appropriateness, the review shall take into account the historical and/or architectural significance of the structure under consideration and the exterior form and appearance of any proposed additions or modifications to that structure, as informed by the Historic District Design Guidelines. When considering the application, the Commission shall apply the Design Principles and Standards and shall, in approving, approving with conditions, disapproving, or deferring an application, make findings of fact indicating the extent to which the application is or is not in compliance with the Design Principles and Standards, and shall cause these findings of facts to be entered into the minutes of its meetings. The minutes shall also contain a summary of any citation to evidence, testimony, studies, or other authority upon which the Commission based its decision.~~

(2) The review shall not consider interior arrangement or use.

~~(3) The review shall not consider plantings and other vegetation.~~

~~(3) The commission, using the criteria below, shall make findings of fact indicating whether the application is or is not congruous with the historic aspects of the historic district. The commission, in its written decision, shall reference testimony or documents in the record of the hearing as appropriate and necessary in order to inform all parties of the basis of these findings of fact.~~

~~(4) The following criteria shall be considered, when relevant, by the commission in reviewing applications for a certificate of appropriateness:~~

- ~~A. The height of the building in relation to the average height of the nearest adjacent and opposite buildings.~~
- ~~B. The setback and placement on lot of the building in relation to the average setback and placement of the nearest adjacent and opposite buildings.~~
- ~~C. Exterior construction materials, including texture and pattern.~~
- ~~D. Architectural detailing, such as lintels, cornices, brick bond, and foundation materials.~~
- ~~E. Roof shapes, forms, and materials.~~
- ~~F. Proportion, shape, positioning and location, pattern, and size of any elements of fenestration.~~
- ~~G. General form and proportions of buildings and structures.~~
- ~~H. Appurtenant fixtures and other features such as lighting.~~
- ~~I. Structural conditions and soundness.~~
- ~~J. Architectural scale."~~

**Section 2.** Section 8.4. Historic District Commission is hereby revised to read as follows:

*8.4.6. Powers of the Commission.*

"The commission is authorized and empowered to undertake actions reasonably necessary to the discharge and conduct of its duties and responsibilities as outlined in this appendix and in Chapter 160D, Article 19, Part 3C of the N.C. General Statutes, including but not limited to the following:

- (a) To recommend to the planning commission and council areas for designation by ordinance as historic districts;
- (b) To recommend to the planning commission and council that designation of any areas as a historic district be revoked or removed;
- (c) To recommend to the planning commission, council, and the State of North Carolina structures, sites, objects, or districts worthy of local, state, or national historical recognition;
- (d) To propose to the council amendments to this chapter or to any other ordinance relating to the historic district, and to propose new ordinances or laws relating to the historic district or to a program for the development of the historical resources of the Chapel Hill community;
- (e) To request the council to hold public hearings on matters within the purview of the commission;
- (f) To hear and decide applications for certificates of appropriateness in accord with article 3 of this appendix; (Ord. No. 2004-02-23/O-2)
- (g) To establish ~~guidelines~~ principles and standards under which the town manager shall approve applications for certificates of appropriateness covering minor modifications on behalf of the commission;
- (h) To undertake, on its own or in collaboration with any other commission, board, agency, society, or organization, any programs of information, research, or analysis relating to any matters under its purview;
- (i) To cooperate with other commissions, boards, or agencies of the town or other governmental unit in offering or requesting assistance, guidance, or advice concerning matters under the commission's purview or of mutual interest;
- (j) To participate in negotiations with owners and other parties in an effort to find means of preserving historic buildings scheduled for demolition;
- (k) To provide advice to owners of property located within the historic district concerning the treatment of the historical and visual characteristics of their properties, such as color schemes, gardens and landscape features, and minor decorative elements;
- (l) To publish information or otherwise inform owners of property located within the historic district about any matters pertinent to the commission's duties, organization, procedures, responsibilities, functions, or requirements;
- (m) To contract, in accord with established town policies and procedures, for services or funds from agencies or departments of the State of North Carolina and the United States government;
- (n) To accept funds granted to the commission from private or non-profit organizations;
- (o) To organize itself and conduct its business by whatever legal means it deems proper;

(p) To report violations of this appendix or related ordinances to the local official responsible for the enforcement thereof;

(q) To exercise, within the historic district, all the powers and duties of the Chapel Hill Community Design Commission;

(r) To exercise such other powers and to perform such other duties as are authorized or required elsewhere by this appendix, the N.C. General Statutes, or by the council.”

**Section 3.** This ordinance shall be effective upon enactment.

This the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**RESOLUTION B**

(Denying the Land Use Management Ordinance Text Amendment Proposal)

**A RESOLUTION DENYING AMENDING THE CHAPEL HILL LAND USE MANAGEMENT ORDINANCE SECTION 3.6.2 HISTORIC DISTRICTS RELATED TO CERTIFICATE OF APPROPRIATENESS REQUIRED AND REVIEW CRITERIA AND SECTION 8.4 HISTORIC DISTRICT COMMISSION (2021-XX-XX/R-#)**

WHEREAS, Legislative updates in Chapter 160D of the North Carolina General Statutes provide that the Historic District Commission shall "adopt principles and standards to guide the commission in determining congruity with the special character of the landmark or district for new construction, alterations, additions, moving, and demolition;" and

WHEREAS, the A through J review criteria outlined in Land Use Management Ordinance (LUMO) 3.6.2(e)(4) predate the adoption of the 2001 *Design Guidelines for the Chapel Hill Historic Districts* ("*Design Guidelines*"); and

WHEREAS, on September 23, 2019, Planning Department staff provided a recommendation to the Council Committee on Boards & Commission to amend the LUMO following the adoption of the Design Guidelines to provide greater clarity on the legal basis for application of the Design Guidelines in the Commission's review of Certificate of Appropriateness (COA) applications; and

WHEREAS, the Historic District Commission reviewed the text amendments to the Land Use Management Ordinance Article 3, Section 3.6.2 and Article 8, Section 8.4 on February 9, 2021 and recommended that the Council enact the text amendments; and

WHEREAS, the Planning Commission reviewed the text amendments to Land Use Management Ordinance Article 3, Section 3.6.2 and Article 8, Section 8.4 on March 3, 2021 and recommended that the Council enact the text amendments; and

WHEREAS, the Council called a Public Hearing on February 24, 2021 to amend Article 3, Sections 3.6.2 of the Land Use Management Ordinance as it relates to the Historic District Commission's Review Criteria applied to Certificates of Appropriateness application and Article 8, Section 8.4 Historic District Commission; and

WHEREAS, the Council held that public hearing on March 24, 2021, receiving comments through 11:59 PM on March 25, 2021, and closed the public hearing at that point; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council hereby finds the proposed Land Use Management Text Amendments to be unreasonable, not in the public interest, and inconsistent with the Town's Comprehensive Plan.

This the \_\_\_ day of \_\_\_\_\_, 2021.

**HISTORIC DISTRICT COMMISSION**

*The commission is authorized and empowered to undertake actions reasonably necessary to the discharge and conduct of its duties and responsibilities as outlined in this appendix and in Chapter 160A, Article 19, Part 3C of the N.C. General Statutes, including but not limited to proposing to the council amendments to this chapter or to any other ordinance relating to the historic district, and to propose new ordinances or laws relating to the historic district or to a program for the development of the historical resources of the Chapel Hill community.*

**RECOMMENDATION****TEXT AMENDMENTS REGARDING HISTORIC DISTRICT COMMISSION PROCEDURES**

February 9, 2021

**ORDINANCE A**

**Recommendation:**    Approval                       Approval with Condition                       Denial

Josh Gurlitz moved and David Schwartz seconded a motion to forward a positive recommendation to the Town Council for Ordinance A, with amendments.

**Vote:**                      **6-0**

**Ayes:**                      David Schwartz (Chair), Sean Murphy (Vice-Chair), Josh Gurlitz, Duncan Lascelles, Nancy McCormick, Polly Van de Velde

**Nays:**                      None

**Absent:**                      Madhu Beriwal

The Historic District Commission requested amending Land Use Management Ordinance (LUMO) 3.6.2(e)(1) and (3) to reflect the language of the State Model Ordinance prior to Council review.

Prepared by:    Anya Grahn, Planning Department Staff

## PLANNING COMMISSION

*The charge of the Planning Commission is to assist the Council in achieving the Town's Comprehensive Plan for orderly growth and development by analyzing, evaluating, and recommending responsible town policies, ordinances, and planning standards that manage land use and involving the community in long-range planning.*

### RECOMMENDATION FOR LAND USE MANAGEMENT ORDINANCE TEXT AMENDMENT – PROPOSED CHANGES TO SECTION 3.6.2 AND SECTION 8.4

March 2, 2021

**Recommendation:**    Approval                       Approval with Conditions                       Denial

**Motion:** Elizabeth Losos moved and John Rees seconded a motion to recommend that the Council approve the Resolution of Consistency.

**Vote:**                      9 – 0

**Yeas:** Michael Everhart (Chair), James Baxter (Vice-Chair), Neal Bench, Elizabeth Losos, Melissa McCullough, John Rees, Louie Rivers, Buffie Webber, Stephen Whitlow

**Nays:**

**Recommendation:**    Approval                       Approval with Conditions                       Denial

**Motion:** John Rees moved and James Baxter seconded a motion to recommend that the Council approve Ordinance A amending the Chapel Hill Land Use Management Ordinance Section 3.6.2 Historic Districts related to review criteria and Section 8.4 Historic District Commission.

**Vote:**                      9 – 0

**Yeas:** Michael Everhart (Chair), James Baxter (Vice-Chair), Neal Bench, Elizabeth Losos, Melissa McCullough, John Rees, Louie Rivers, Buffie Webber, Stephen Whitlow

**Nays:**

Prepared by:    Anya Grahn, Senior Planner



## Item Overview

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Item #: 19., File #: [21-0238], Version: 1

Meeting Date: 3/24/2021

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**Concept Plan Review: The Flats, 607-617 MLK Jr. Blvd.; 121 Stinson St. (Project #21-006)**

See the Staff Report on the next page.

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**The Agenda will reflect the text below and/or the motion text will be used during the meeting.**

PRESENTER: Judy Johnson, Assistant Planning Director


- a. Review of process
- b. Presentation by the applicant
- c. Comments from the Community Design Commission
- d. Comments from the public
- e. Comments and questions from the Mayor and Town Council
- f. Motion to adopt a resolution transmitting Council comments to the applicant.

RECOMMENDATION: That the Council adopt the resolution transmitting comments to the applicant.




**CONCEPT PLAN REVIEW: THE FLATS (Project #21-006)**
**STAFF REPORT**

TOWN OF CHAPEL HILL PLANNING AND DEVELOPMENT SERVICES  
 Colleen Willger, Director  
 Judy Johnson, Assistant Director  
 Corey Liles, Principal Planner


<b>PROPERTY ADDRESS</b> 607-617 MLK Jr. Blvd.; 121 Stinson St.	<b>MEETING DATE</b> March 24, 2021	<b>APPLICANT</b> George J. Retschle, Ballentine Associates, on behalf of Progressive Capital Group, LLC
<b>STAFF RECOMMENDATION</b> That the Council adopt the attached resolution transmitting comments to the applicant regarding the proposed development.		
<b>PROCESS</b> <ul style="list-style-type: none"> <li>The Council has the opportunity tonight to hear the applicant's presentation, receive comments from the Community Design Commission and Town Urban Designer, hear public comments, and offer suggestions to the applicant.</li> <li>Because this review is a Concept Plan submittal, statements by individual Council members this evening do not represent an official position or commitment on the part of a Council member with respect to the position he or she may take when and if the Council considers a formal application.</li> <li>The Community Design Commission reviewed a concept plan for this site on February 23, 2021.</li> </ul>	<b>DECISION POINTS</b> <ul style="list-style-type: none"> <li>A Special Use Permit (SUP) or Conditional Zoning review is typically required for the formal application. Alternatively, the applicant could request a Development Agreement.</li> <li>The applicant has been advised to discuss their preference with Council tonight.</li> </ul>	
<b>PROJECT OVERVIEW</b> The 3.6-acre site consists of four parcels situated between Isley St. and Martin Luther King, Jr. Blvd. Existing land uses include single-family homes and a small multi-family building with associated parking. The site is currently zoned Residential-4 (R-4). The proposal includes: <ul style="list-style-type: none"> <li>Construction of an apartment building with around 200 dwelling units and 600-650 total beds.</li> <li>Building designed to step down with existing grade, varying in height between five and six stories.</li> <li>A ±450-space parking deck, which would be wrapped by residential units and have entrances on Martin Luther King Jr. Blvd. and Isley St.</li> <li>Proposed amenities including a clubhouse, pool, courtyard, and pedestrian connectivity through the site.</li> </ul>	<b>PROJECT LOCATION</b> 	
<b>ATTACHMENTS</b>	<ol style="list-style-type: none"> <li>1. Concept Plan Report</li> <li>2. Draft Staff Presentation</li> <li>3. Resolution</li> <li>4. CDC Summary Comments</li> <li>5. Urban Designer Comments</li> <li>6. Applicant Materials</li> </ol>	

# CONCEPT PLAN REPORT



## The Flats

The following report provides an evaluation by Planning staff of the Concept Plan site, based on long-range planning considerations.

<b>PROPERTY ADDRESS</b> 607-617 MLK Jr. Blvd.; 121 Stinson St.	<b>CURRENT ZONING DISTRICT</b> Residential-4 (R-4)								
<b>EXISTING LAND USE</b> Single-Family & Multi-family (low-rise) Residential	<b>PROPOSED LAND USE</b> Multi-family (mid-rise) Residential								
<b>SURROUNDING PROPERTIES – EXISTING LAND USES</b> Mixture of Residential uses to the north, south, and west (single-family, townhomes, low-rise multi-family) Mixture of Multi-family Residential and Commercial uses to the east, across MLK									
<b>FUTURE LAND USE MAP (FLUM) FOCUS AREA</b> S MLK Jr Blvd	<b>FLUM SUB-AREA</b> Sub-Area C								
<b>OTHER APPLICABLE ADOPTED PLANS</b> <table border="0" style="width: 100%;"> <tr> <td><input checked="" type="checkbox"/> Mobility and Connectivity Plan</td> <td><input checked="" type="checkbox"/> Cultural Arts Plan</td> </tr> <tr> <td><input checked="" type="checkbox"/> Parks Comprehensive Plan</td> <td><input checked="" type="checkbox"/> Stormwater Management Master Plan</td> </tr> <tr> <td><input checked="" type="checkbox"/> Greenways Master Plan</td> <td><input type="checkbox"/> West Rosemary Street Development Guide</td> </tr> <tr> <td><input checked="" type="checkbox"/> Chapel Hill Bike Plan</td> <td><input type="checkbox"/> Central West Small Area Plan</td> </tr> </table>		<input checked="" type="checkbox"/> Mobility and Connectivity Plan	<input checked="" type="checkbox"/> Cultural Arts Plan	<input checked="" type="checkbox"/> Parks Comprehensive Plan	<input checked="" type="checkbox"/> Stormwater Management Master Plan	<input checked="" type="checkbox"/> Greenways Master Plan	<input type="checkbox"/> West Rosemary Street Development Guide	<input checked="" type="checkbox"/> Chapel Hill Bike Plan	<input type="checkbox"/> Central West Small Area Plan
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<input checked="" type="checkbox"/> Greenways Master Plan	<input type="checkbox"/> West Rosemary Street Development Guide								
<input checked="" type="checkbox"/> Chapel Hill Bike Plan	<input type="checkbox"/> Central West Small Area Plan								
<b>SUMMARY OF PLAN CONSIDERATIONS AFFECTING THE FLATS SITE</b> Map excerpts on following pages demonstrate the Plan Considerations listed below. The location of The Flats is marked with the  symbol.									
<b><u>Future Land Use Map (FLUM)</u></b> The Future Land Use Map was adopted on December 9, 2020. It supersedes the 2020 Land Use Plan. <ul style="list-style-type: none"> <li>Multi-family Residential is listed as one of the <i>Primary (predominate) Uses</i> for Sub-Area C of the S MLK Jr Blvd Focus Area. Other <i>Primary Uses</i> include Commercial/Office and Mixed-Use projects (Multi-family, Shops &amp; Offices). Parks and Green/Gathering Spaces, Townhouses &amp; Residences, and Institutional/University/Civic facilities are listed as <i>Secondary Uses</i> (allowed, but not predominate).</li> <li>The site's frontage on Martin Luther King Jr. Blvd. is defined as an <i>Activated Street Frontage</i>. This type of frontage means that buildings and civic space should engage with the street, with no off-street parking located in between.</li> <li>Appropriate Height along an <i>Activated Street Frontage</i> in Sub-Area C is <i>Up to 4 stories</i> at the front setback with <i>Up to 8 stories</i> of Core Height allowed.</li> </ul>									
<b><u>Mobility and Connectivity Plan</u></b> <ul style="list-style-type: none"> <li>The site is located along the western side of Martin Luther King Jr. Blvd., between Longview St. and N. Columbia/North St. There are existing sidewalks and sharrows along Martin Luther King Jr. Blvd.</li> <li>The western side of the site fronts on Isley St./Stinson St.</li> <li>The plan proposes a <i>Multi-Use Path</i> along Martin Luther King Jr. Blvd. as an upgrade to existing facilities.</li> <li>Future <i>Bus Rapid Transit stations</i> are located within ½ mile of the site. The applicant should <b>coordinate with Chapel Hill Transit</b> for the latest information on BRT design, station locations and any potential connections.</li> </ul>									
<b><u>Parks Comprehensive Plan</u></b> <ul style="list-style-type: none"> <li>The site falls in the Neighborhood Park Service Radius of Umstead Park, and in the Community Park Service Radius of the Community Center Park.</li> <li>No additional Neighborhood Parks or Community Parks are proposed in this area.</li> </ul>									

**Greenways Master Plan**

- There are no proposed greenway facilities impacting this site.

**Chapel Hill Bike Plan**

- Mapping of future bike facilities in the Bike Plan is superseded by the Mobility and Connectivity Plan. The Bike Plan provides some additional detail on facility design.

**Cultural Arts Plan**

- The Cultural Arts Plan identifies locations that are opportunities for integrating public art. The frontage of the site on MLK Jr Blvd is identified as an *Entranceway or Major Cross-Connector*.
- The applicant should **coordinate with Chapel Hill Community Arts & Culture** for more information on appropriate landscape and artistic treatments in this corridor.

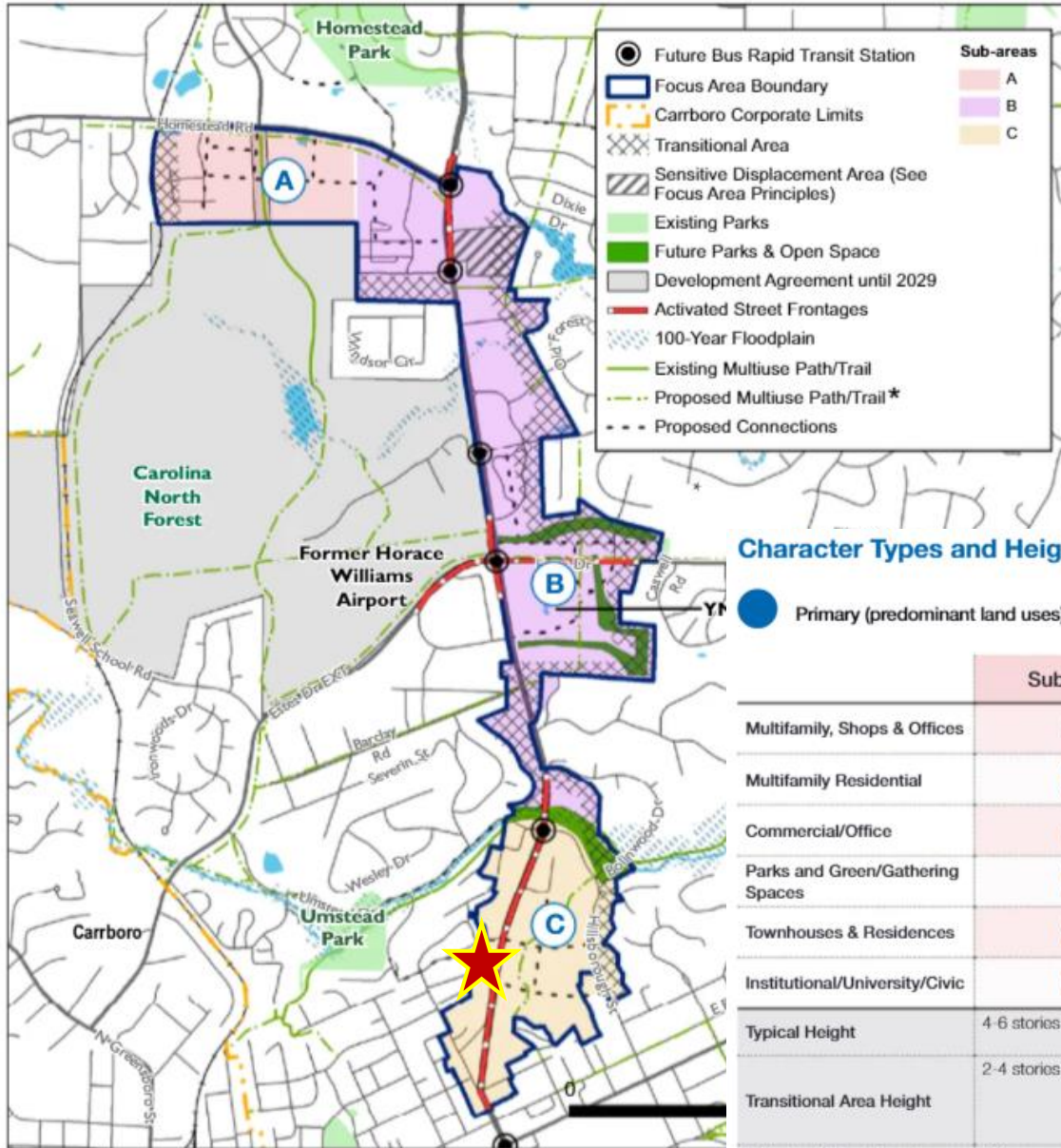
**Stormwater Management Master Plan**

- The site is located in the Middle Bolin Creek Subwatershed (BL4). The applicant should **coordinate with Chapel Hill's Stormwater Management Division** to understand relevant stormwater considerations.

# CONCEPT PLAN REPORT

## The Flats

### Future Land Use Map (Excerpt)



### Character Types and Height in 2050: South MLK Boulevard

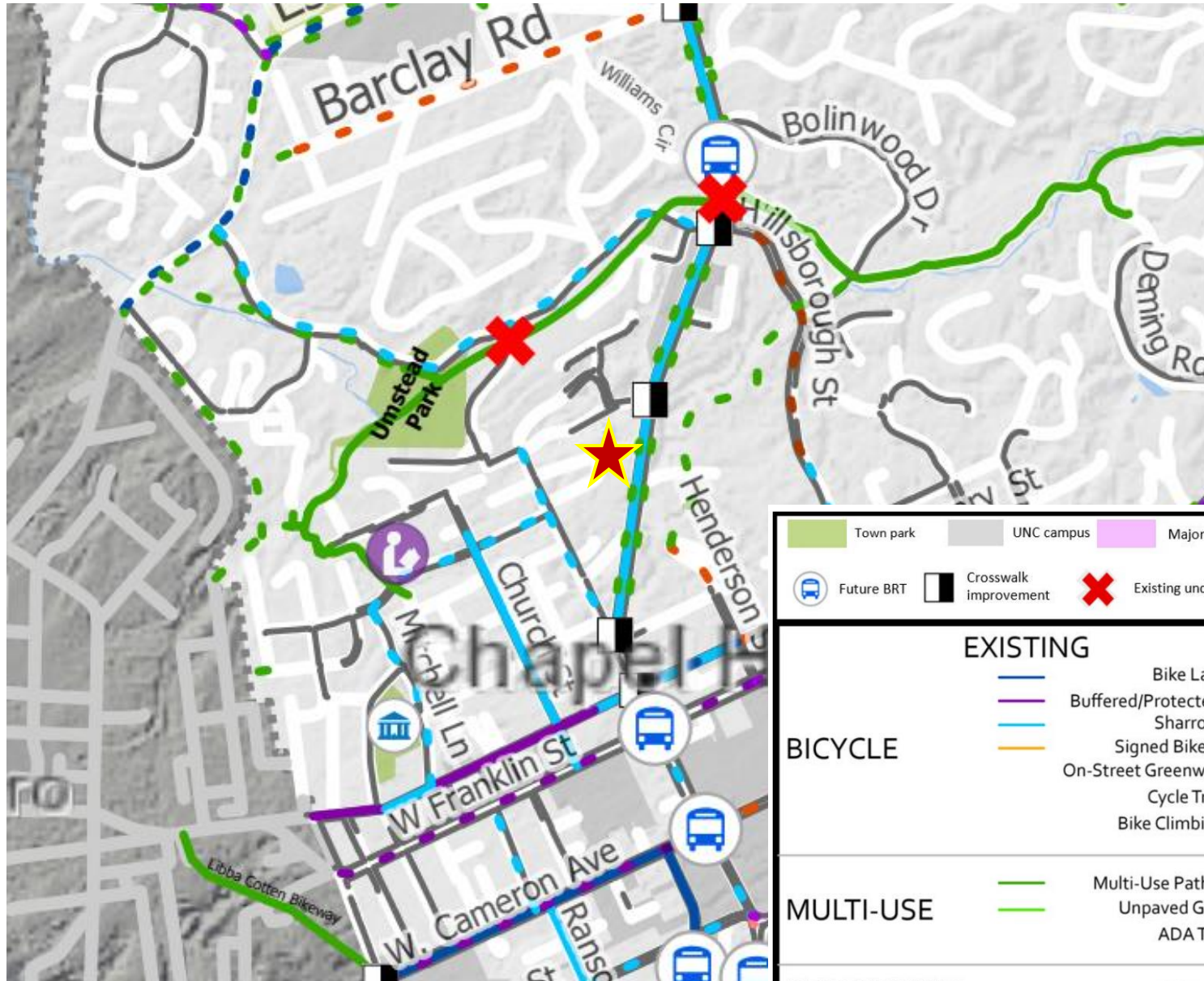
● Primary (predominant land uses)
 ○ Secondary (appropriate, but not predominant)
 ⊖ Discouraged

	Sub-Area A	Sub-Area B	Sub-Area C
Multifamily, Shops & Offices	<span style="border: 1px solid blue; border-radius: 50%; padding: 2px;">○</span>	<span style="color: blue;">●</span>	<span style="color: blue;">●</span>
Multifamily Residential	<span style="color: blue;">●</span>	<span style="color: blue;">●</span>	<span style="color: blue;">●</span>
Commercial/Office	<span style="border: 1px solid blue; border-radius: 50%; padding: 2px;">⊖</span>	<span style="color: blue; border: 1px solid blue; border-radius: 50%; padding: 2px;">○</span>	<span style="color: blue;">●</span>
Parks and Green/Gathering Spaces	<span style="color: blue;">●</span>	<span style="color: blue;">●</span>	<span style="color: blue; border: 1px solid blue; border-radius: 50%; padding: 2px;">○</span>
Townhouses & Residences	<span style="color: blue;">●</span>	<span style="color: blue; border: 1px solid blue; border-radius: 50%; padding: 2px;">○</span>	<span style="color: blue; border: 1px solid blue; border-radius: 50%; padding: 2px;">○</span>
Institutional/University/Civic	<span style="color: blue;">●</span>	<span style="color: blue; border: 1px solid blue; border-radius: 50%; padding: 2px;">○</span>	<span style="color: blue; border: 1px solid blue; border-radius: 50%; padding: 2px;">○</span>
Typical Height	4-6 stories	4-6 stories	4-6 stories
Transitional Area Height	2-4 stories	2-4 stories	2-4 stories (Adjacent to lower scale residential uses, step backs or other transitional methods are necessary to ensure harmonious transitions)
Activated Street Frontage Height	N/A	6 stories	8 stories, 4 stories at the front setback line

# CONCEPT PLAN REPORT

## The Flats

### Mobility & Connectivity Plan (Excerpt)

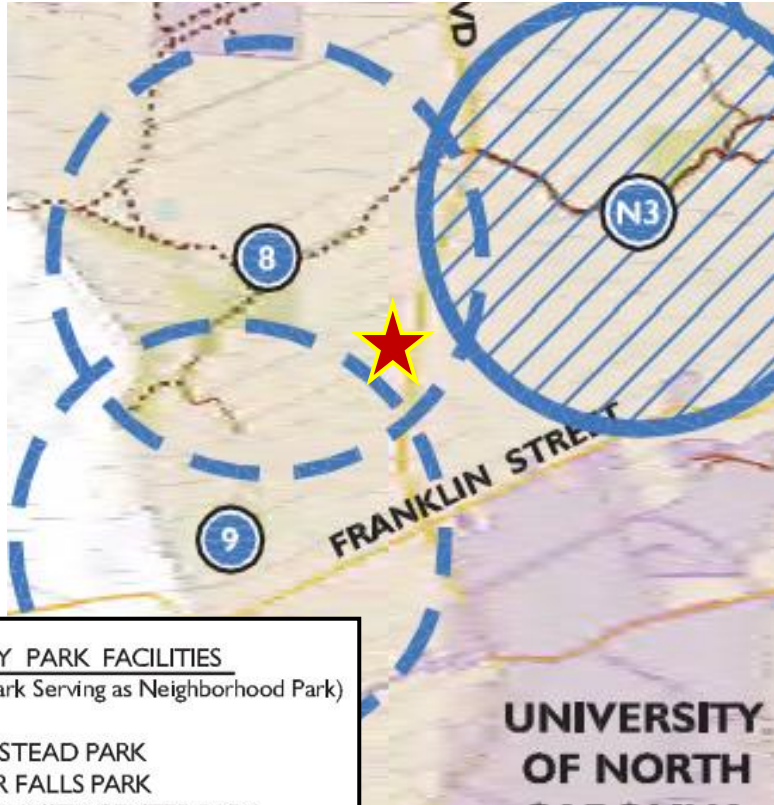


	Town park		UNC campus		Major development		Other park
	Future BRT		Crosswalk improvement		Existing underpass		Proposed underpass/overpass
<b>BICYCLE</b>		<b>EXISTING</b>		<b>PROPOSED</b>			
		Bike Lane					
		Buffered/Protected Bike Lane					
		Sharrows					
		Signed Bike Route					
		On-Street Greenway Connector					
		Cycle Track					
		Bike Climbing Lane					
<b>MULTI-USE</b>		<b>EXISTING</b>		<b>PROPOSED</b>			
		Multi-Use Path/Greenway					
		Unpaved Greenway					
		ADA Trail					
<b>PEDESTRIAN</b>		<b>EXISTING</b>		<b>PROPOSED</b>			
		Sidewalk					

# CONCEPT PLAN REPORT

## The Flats

### Parks Comprehensive Plan (Excerpt)



<b>Legend</b>	
	Neighborhood Park
	Service Radius 1/2 Mile
	Community Park Serving as Neighborhood Park
	Proposed Neighborhood Park 1/2 Mile radius
	Chapel Hill Town Limits
	Community Park
	Service Radius 1.5 Mile
	Proposed Community Park 1.5 Mile radius
	Chapel Hill Town Limits

<b>COMMUNITY PARK FACILITIES</b> (Community Park Serving as Neighborhood Park)	
1	HOMESTEAD PARK
2	CEDAR FALLS PARK
3	COMMUNITY CENTER PARK
4	SOUTHERN COMMUNITY PARK
<b>NEIGHBORHOOD PARK FACILITIES</b>	
5	NORTH FOREST HILLS PARK
6	PRITCHARD PARK
7	EPHESUS PARK
8	UMSTEAD PARK
9	HARGRAVES PARK
10	OAKWOOD PARK
11	MEADOWMONT PARK

# CONCEPT PLAN REPORT

## The Flats

### Greenways Master Plan (Excerpt)



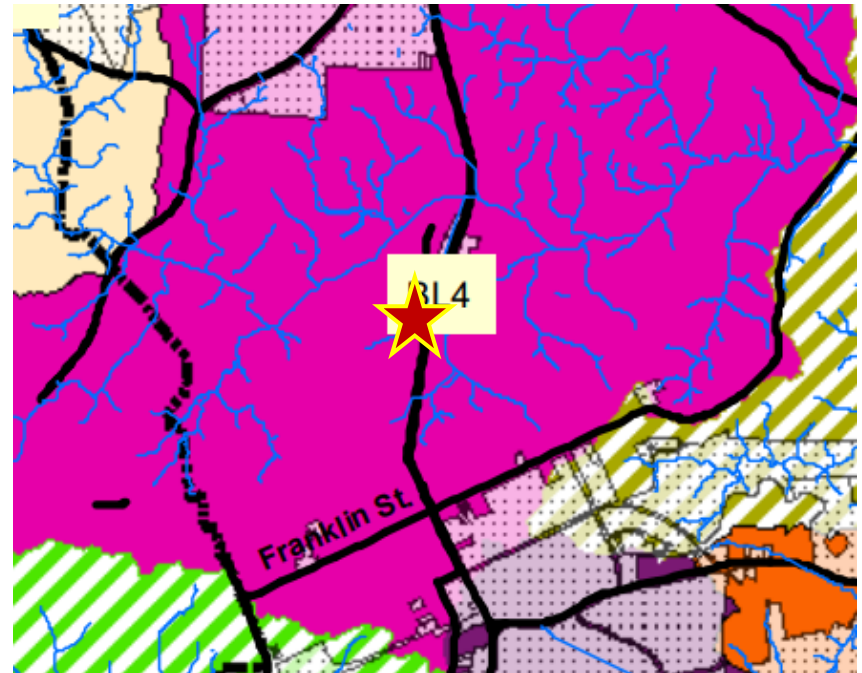
# CONCEPT PLAN REPORT

## The Flats

### Cultural Arts Plan (Excerpt)



### Stormwater Management Master Plan (Excerpt)



### Legend

#### Opportunities for Intergrating Public Art into Town Master Plans & Action Plans

- Gateway
- Node of Intersecting Plans
- Shared Improvement Corridor
- Entranceway or Major Cross-Connector

#### Future Non-Street Pedestrian and Transit Facilities

- Future Nature Trail
- Proposed Paved Greenway
- TTA Rail Corridor (Adopted 9-14-05)

#### Town Public Art: Existing or Funded

- Existing Public Art
- Funded & Planned Public Art

#### Public Lands & Town Boundaries

- Town Owned Land
- UNC Owned Land
- Chapel Hill Town Limits
- Chapel Hill Urban Services Boundary





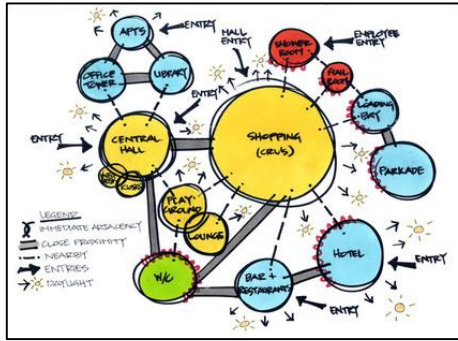


# The Flats <sup>548</sup> Concept Plan

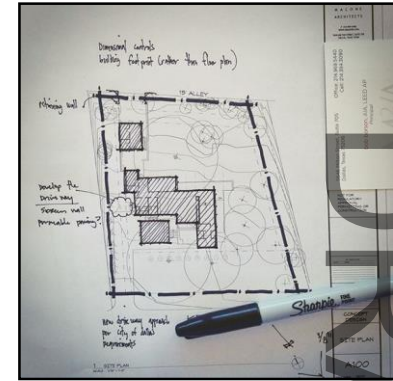
548

Town Council  
March 24, 2021

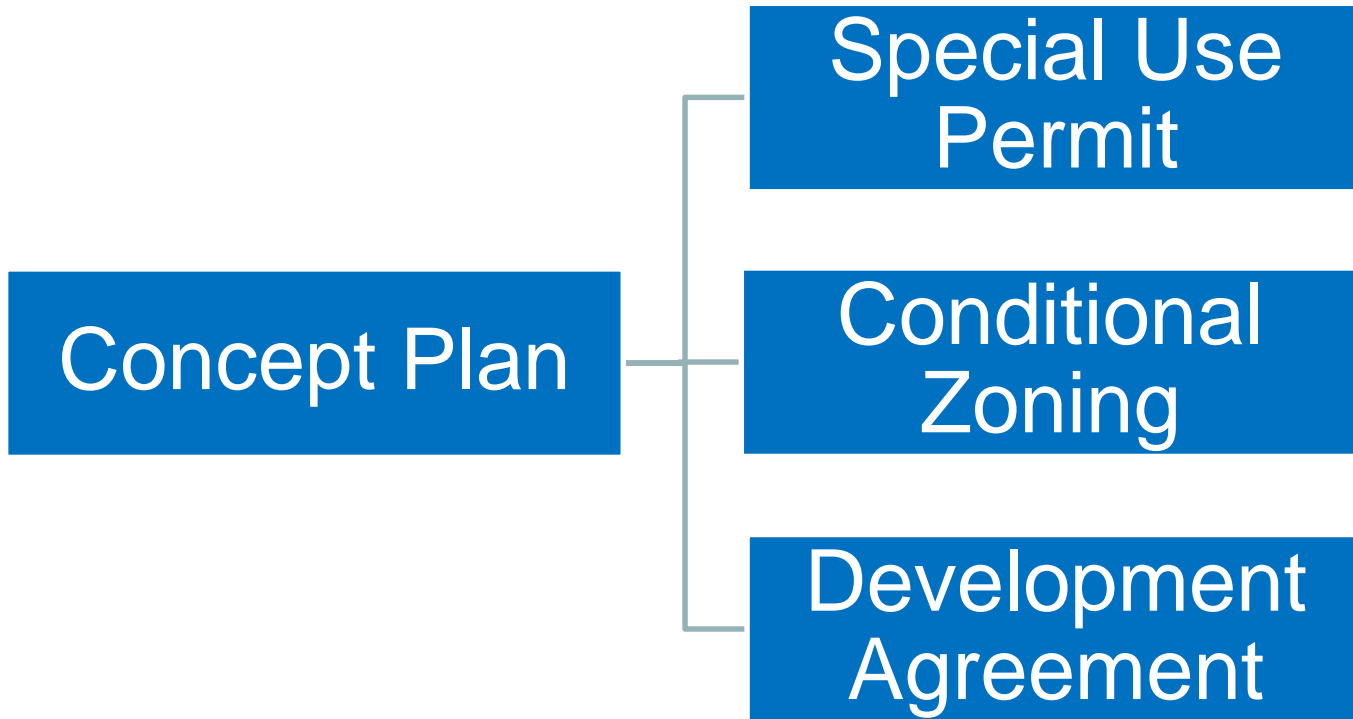




## Concept Plans



- **No Decision; Feedback Only**
  - Applicant presents rough initial sketch
  - Staff does not conduct formal review of concept
  - Instead forwards sketch for preliminary feedback



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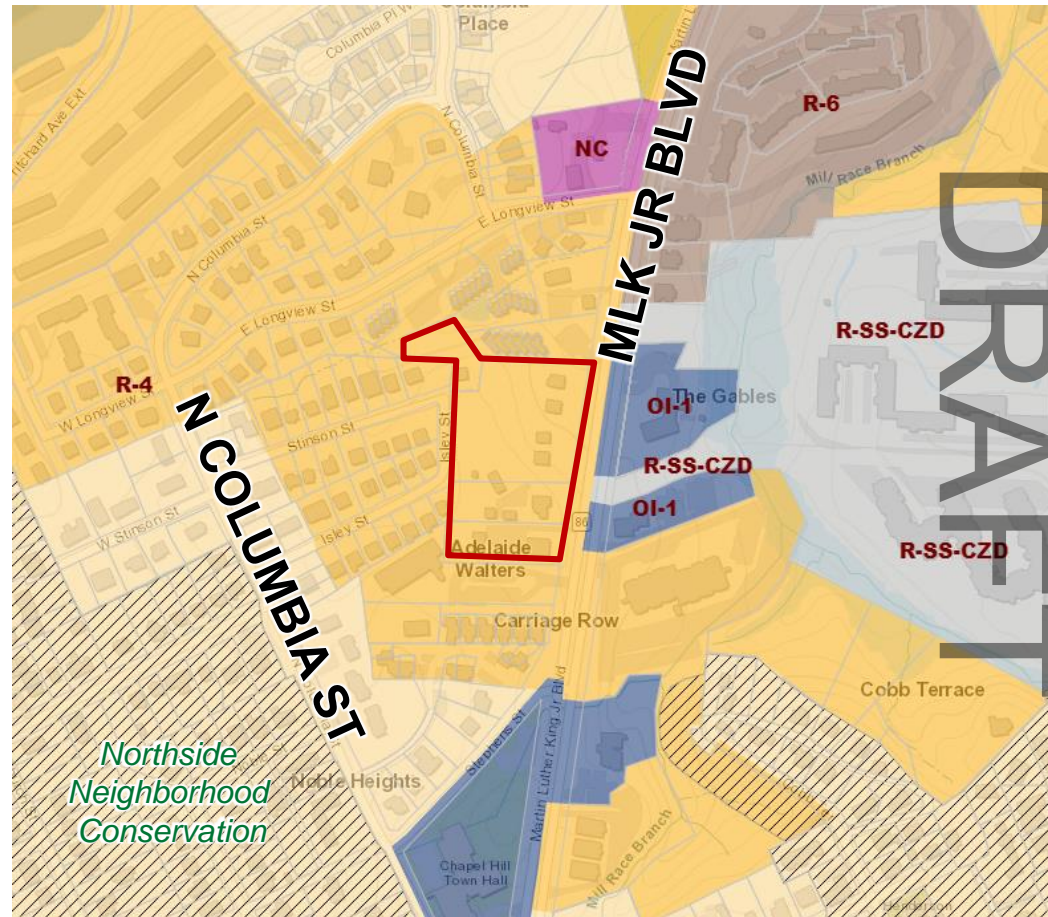
- Adopt a resolution transmitting comments to the Applicant regarding the proposed development (*R-#*)

DRAFT

# The Flats – Project Summary

552

- Existing: Single-family and small multifamily
- Existing Zoning: R-4
- Proposed: ~200 units, 600-650 beds
- 5-6 stories
- Wrapped parking deck
- Resident amenities



# The Flats – Existing Conditions

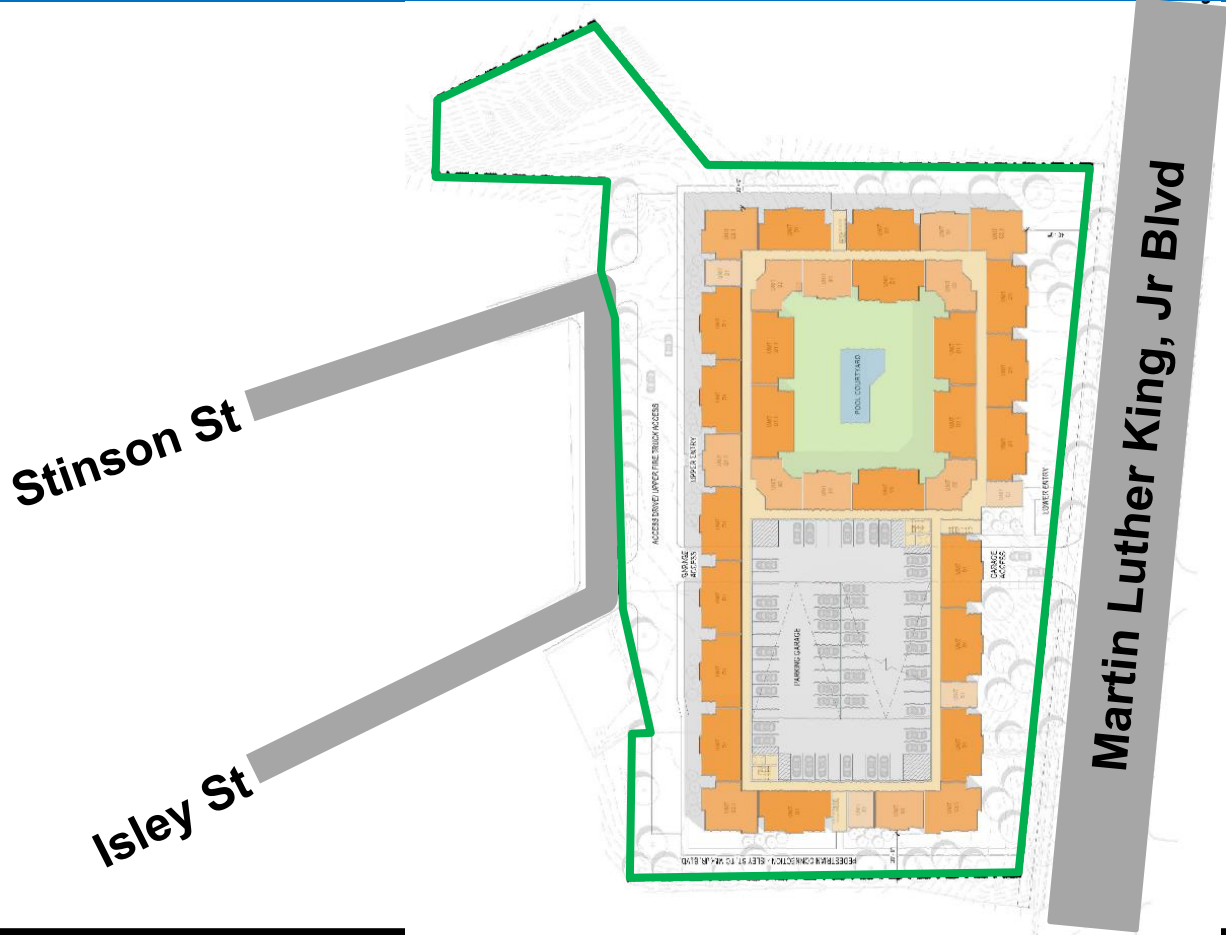
553



DRAFT

# The Flats – Concept Plan

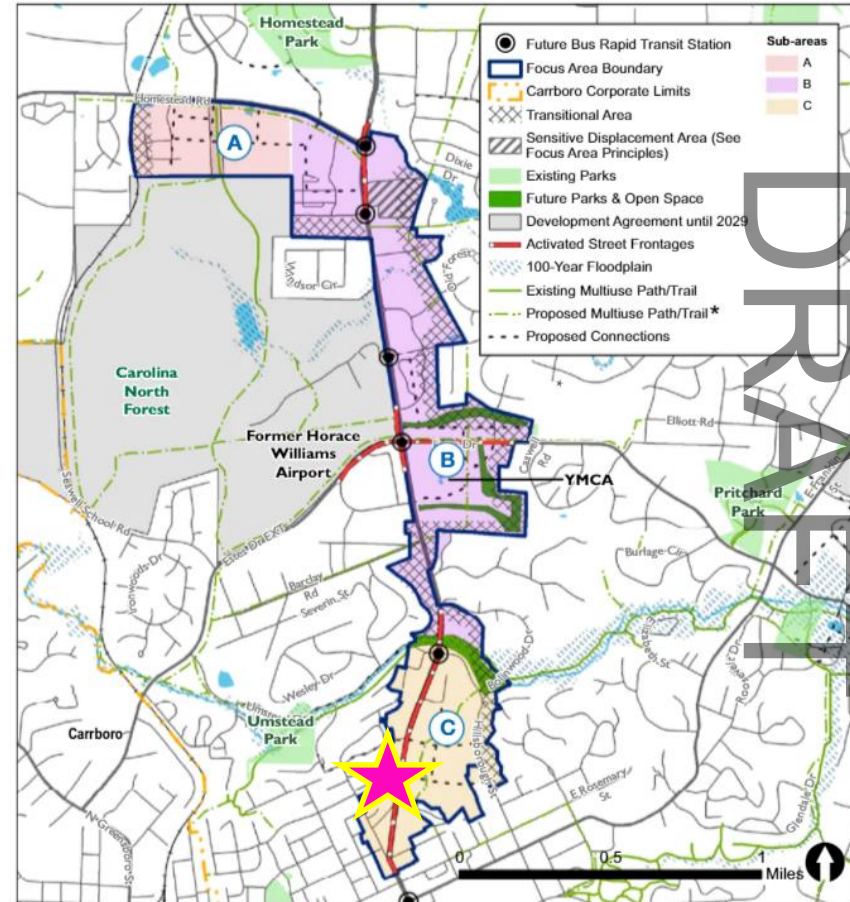
554



DRAFT

- Future Land Use Map

- S MLK Jr Blvd Focus Area, Sub-Area C
- Primary Uses include Multifamily Residential
- Typical Height: 4 stories at street, up to 8 stories at core
- Activated Street Frontage along MLK Jr Blvd

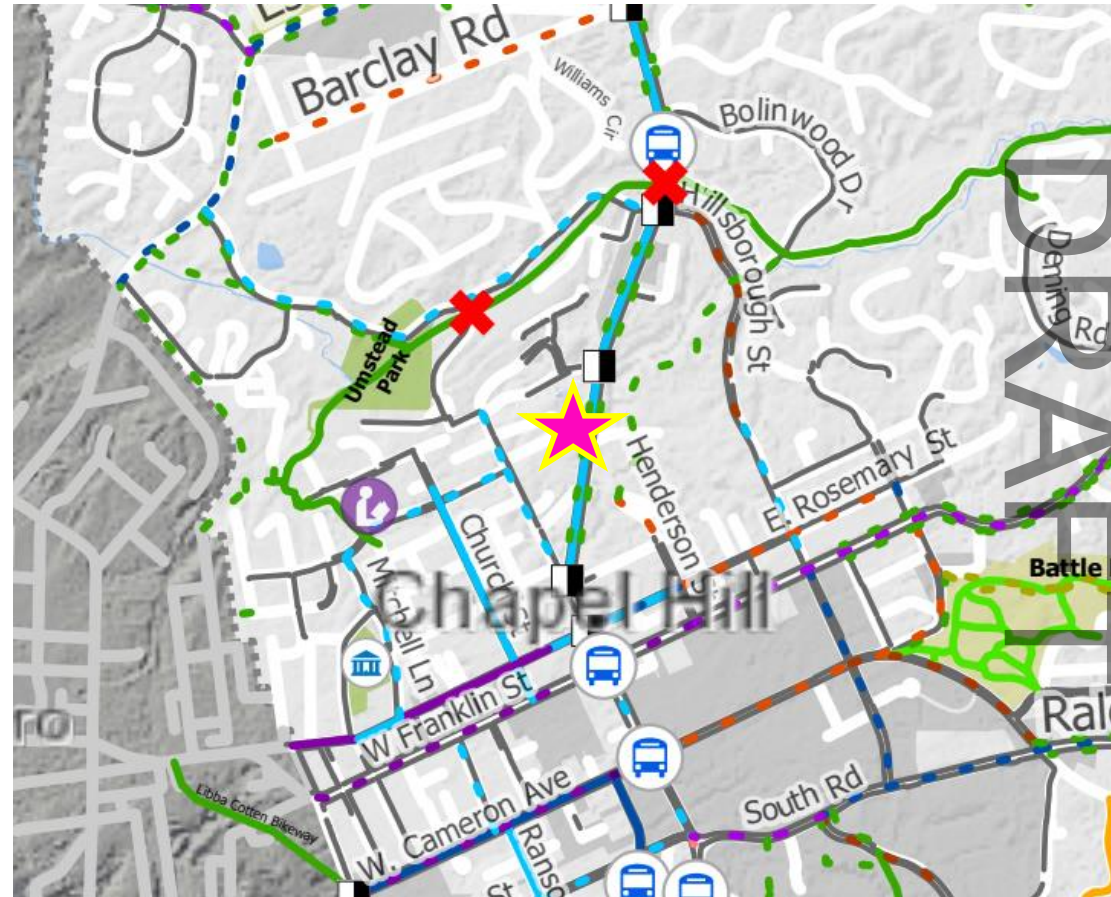




# The Flats – Staff Long-Range Evaluation

556

- Mobility & Connectivity Plan
  - BRT stations within ½ mile
  - Proposed Multi-Use Path along MLK Jr Blvd
  - Upgrade to existing sidewalk and sharrows



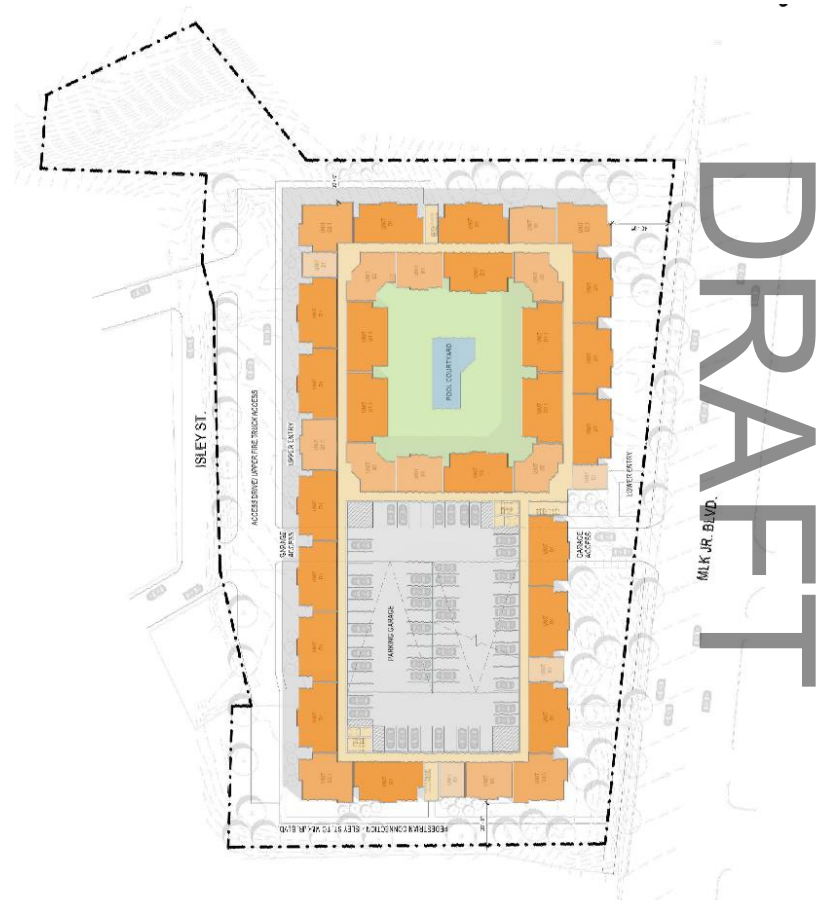
- Parks Comprehensive Plan
  - No new parks proposed in this area
- Greenways Master Plan
  - No greenway facilities proposed in the area
- Cultural Arts Plan
  - Site frontage is a ‘Major Cross-Connector’ opportunity for landscape / artistic treatments

DRAFT

- Community Design Commission – February 23, 2021
- Urban Designer Review

DRAFT

- Adopt a resolution transmitting comments to the Applicant regarding the proposed development (*R-#*)



**A RESOLUTION TRANSMITTING COUNCIL COMMENTS ON A CONCEPT PLAN FOR THE FLATS, 607-617 MARTIN LUTHER KING JR BLVD AND 121 STINSON STREET (PROJECT #21-006) (2021-03-24/R-12)**

WHEREAS, a Concept Plan has been submitted for review by the Council of the Town of Chapel Hill for The Flats, further identified by Orange County PIN(s) 9788-39-0212, 9788-39-0351, 9788-39-1558, and 9788-29-9778; and

WHEREAS, the Council has the opportunity tonight to hear this applicant's presentation, receive a set of comments from the Community Design Commission, the Town's Urban Designer, hear public comments, and offer suggestions to the applicant; and

WHEREAS, the Council has heard presentations from the applicant and members of the public; and

WHEREAS, statements by individual Council members this evening are not an official position or commitment on the part of a Council member with respect to the position he or she may take when and if a formal application for development is subsequently submitted to the Council for formal consideration; and

WHEREAS, the Council has discussed the proposal, with Council members offering reactions and suggestions.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council transmits comments to the applicant regarding this proposal, as expressed by Council members during discussions on March 24, 2021 and reflected in minutes of that meeting.

This the 24<sup>th</sup> day of March, 2021.

561  
CONCEPT PLAN COMMENTS  
The Flats  
COMMUNITY DESIGN COMMISSION

February 23<sup>rd</sup>, 2021

The Community Design Commission conducted a Concept Plan review for The Flats on MLK Jr. Blvd near Stephens Street at a meeting on February 23<sup>rd</sup>, 2021. The project proposes an apartment building with around 200 units and 600-650 beds.

*\*Key points made by members of the Commission about the Concept Plan are listed below.*

- Multiple Commissioners voiced concern about the height of the building, which would cast shadow on townhomes to the north, and be out of character with the surrounding residential areas..
- Multiple Commissioners voiced concern about the size of the building footprint (400 feet), which would be out of character with its residential surroundings. One Commissioner noted that for comparison, the building is longer than what is allowed in the Blue Hill District.
- Multiple Commissioners voiced concern about the large building setback on MLK Jr Blvd., and how that could lead to a more suburban feel. Commissioners encouraged designing the ground floor to engage the public realm, activate the street, and promote pedestrian activity. The use of stoops and techniques shown in the applicant's precedent images were noted as a good approaches.
- Multiple Commissioners advised the applicant design a building which transitions to the adjoining single-family neighborhoods on all the sides... Commissioners felt that having buildings that fit with the topography and stepping down in height, would be a better approach than using a landscape buffer. They advised the applicant to pay close attention to how the building feels from the back, and there was interest in seeing a street level view of the proposed building from Stinson and Isley Streets to better understand its visual impact.
- Multiple Commissioners also noted the potential for traffic impacts on Stinson and Isley Streets, since the streets provide access to the parking deck. One Commissioner felt the developer should be responsible for paving Stinson Street, improving Isley Street, and extending a sidewalks to N Columbia St in an area with lots of pedestrian activity
- Multiple Commissioners expressed interest in opportunities to reduce the size of the parking deck.
- One Commissioner voiced concern about traffic conflicts from left turns out of the parking deck onto MLK Jr Blvd.

CONCEPT PLAN COMMENTS  
The Flats  
COMMUNITY DESIGN COMMISSION

- One Commissioner felt the pedestrian connector needed more thought. The applicant should avoid having it become a dark alley down the side of the building.
- One Commissioner expressed interest in seeing the existing homes retained or moved, since they contribute to the historic character of this older section of Chapel Hill.

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CONCEPT PLAN COMMENTS  
The Flats  
URBAN DESIGN REVIEW

March 5, 2021

The Town of Chapel Hill Urban Designer has conducted a Concept Plan review for The Flats. The project proposes an apartment building with around 200 units and 600-650 beds.

*\*Major issues identified by the Town's Urban Designer are listed below.*

- Height relationship to adjoining neighborhood: The new FLUM indicates this as the "South MLK" area, with a maximum height of 8 stories along the MLK frontage. As opposed to other nearby areas in South MLK, there is no indicated "transition zone" abutting the neighboring properties. I suggested that even if the FLUM does not formally indicate a transition zone that they still should make a gesture of transition somehow, even if the building is taller than the existing structures. They will look into creating some transition with massing and architectural responses to meet this end. One idea is to consider using unique interior two level apartment units with an internal stair along the Isley/Stinton frontage. While the total building height would be taller, you would get a kind of two story "townhouse" reading on the lower part of the building.
- In addition to their proposed public walkway on the south side of the building I suggested they create an additional pedestrian connection from MLK Blvd. to Stinson Street on the north side of the building. This would also provide more access to the proposed dog park helping to make it more of a public/neighborhood amenity. They thought there was merit in this and will look into it. Because of the slope it could have small terraces or landings along it to create small pockets for seating along the way.
- Suggested they be open to reducing the height of the building-they are pretty much set in what they have. The portion of the building along MLK is 8 stories, there is some variation in the heights of the various other pieces of the massing elements.
- We talked about parking, they feel they need the numbers they have. I think even if parking was reduced it wouldn't change the shape and size of the building much because of the tight dimension of the site. You could foreseeably take a floor off the parking garage, but it still would be the same shape. We talked about changing the footprint of the garage but they pointed out that it would greatly affect the efficiency and yield of the garage and likely be unworkable. I can see their point on that.
- Frontage along MLK: They have some interesting ideas about how to activate the MLK façade. The CDC suggested they move the building closer to the street, which they have done. They are looking into placing the social/communal/active residential spaces along the front, in a tall space with glass along the MLK frontage for a portion of the building. In the area between the sidewalk and the building façade, their



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CONCEPT PLAN COMMENTS  
The Flats  
URBAN DESIGN REVIEW

sketches indicated some low retaining walls to accommodate the grade change. I suggested that they go further and think of the entire zone as a terrace with an inviting series of short levels with seating and gathering areas, leading up to the social spaces inside the building, blending inside and out. The idea is to externalize the social life of the building, to help activate the street edge. I suggested they consider allowing some residential amenities in the commons area (conference/meeting room etc.) be made available for the public to use on occasion.

- Along other portions of the MLK frontage they are considering residential units on the ground floor that have a kind of front porch and an entrance to the units from the sidewalk, which I encouraged, provided there is adequate transitioning with slight level changes from public to private.
- We talked about slices/view corridors through the building: they are proposing a passage cut through the portion of the building that features the interior courtyard and pool area. It's not for the public but it could create some visual transparency from MLK. I encouraged them to build on this idea, perhaps with an art piece or visual focal point at the passage's terminus along the MLK façade.
- On the MLK frontage they were concerned that they may not be able to meet the exact geometric angle to create the horizontal setback on the upper floors. They had some thoughts on how to create some amount of physical setback while also reinforcing the perception of a setback with additional architectural expressions.



Concept Plans are intended to be an opportunity for the Town Council and some Boards and Commissions, and the community to review and consider major development proposals and their potential benefits and impacts. Applicants propose a Concept Plan with the expectation of receiving feedback on their development idea.

The following are questions that the Council may ask of an applicant during the discussion of a Concept Plan. The attached application addresses the topics below. Please contact our staff if you have any questions or if we can provide additional information ([planning@townofchapelhill.org](mailto:planning@townofchapelhill.org))

1. Would this project demonstrate compliance with the Comprehensive Plan?
  - a. Compliance with:
    - Small Area Plan
    - Overlay Zone / NCD
    - Study Area:
    - Land Use Plan
2. Would the proposed project comply with the Land Use map?
3. Would the proposed project require a rezoning?
4. What is the proposed zoning district?
5. Would the proposed project require modifications to the existing regulations?
6. If there is a residential component to the project, does the applicant propose to address affordable housing?
  - Has the applicant presented its Concept Plan to the Housing Advisory Board (this is a voluntary step in the process)?
  - Has the applicant met with appropriate Town staff to discuss affordable housing policy, expectations and options?
  - Is the project for ownership or rental?
7. Are there existing conditions that impact the site design (i.e. environmental features such as RCD, slopes, erosion and sedimentation, retention of trees and tree stands, stormwater drainage patterns, significant views into and out of the site)
8. Has the applicant addressed traffic impacts? Traffic and circulation issues?
9. How is the application compatible with the surrounding neighborhood and/or district?
10. Has the applicant discussed the project with adjacent neighbors?



# CONCEPT PLAN APPLICATION

Parcel Identifier Number (PIN): 9788390212, 9788390351, 9788391558, 9788299778 Date: 26-Jan-21

## Section A: Project Information

Project Name: The Flats

Property Address: 607, 609, 611, 613, 615, 617 Martin Luther King; 121 Stinson St. Zip Code: 27516

Use Groups (A, B, and/or C): A Existing Zoning District: R-4

Project Description: +/- 200 unit 5/6 story student housing project on +/- 3.6 ac of NLA (+/- 4.0 ac GLA)  
+/- 450 space parking deck

## Section B: Applicant, Owner and/or Contract Purchaser Information

### Applicant Information (to whom correspondence will be mailed)

Name: George J. Retschle - Ballentine Associates PA

Address: 221 Providence Rd

City: Chapel Hill State: NC Zip Code: 27514

Phone: 919 489-4789 Email: georger@bapa.eng.pro

The undersigned applicant hereby certifies that, to the best of his knowledge and belief, all information supplied with this application is true and accurate.

Signature:  Date: 26 Jan 2021

### Owner/Contract Purchaser Information:

Owner  Contract Purchaser

Name: Progressive Capital Group, LLC

Address: 400 N. New York Ave, Suite 101

City: Winter Park State: FL Zip Code: 32789

Phone: (407) 849-3670 Email: rgreer@progressivecapital.org

The undersigned applicant hereby certifies that, to the best of his knowledge and belief, all information supplied with this application is true and accurate.

Signature:  Date: 1-26-2021



## Concept Plan Project Fact Sheet

Site Description	
Project Name	The Flats
Address	607, 609, 611, 613, 615, 617 Martin Luther King; 121 Stinson St
Property Description	Four properties consisting of +/- 3.60 ac NLA (+/- 4.0 ac GLA)
Existing Land Use	Single family homes/small multifamily building
Proposed Land Use	Multifamily residential
Orange County Parcel Identifier Numbers	9788390212, 9788390351, 9788391558, 9788299778
Existing Zoning	R-4
Proposed Zoning	R-SS-C
Application Process	CZ
Comprehensive Plan Elements	See project narrative
Overlay Districts	N/A

Topic	Requirement	Proposal	Status
<b>Use/Density</b> ( <a href="#">Sec 3.7</a> )	Allowed as principal use.	Proposed as principal use.	
<b>Dimensional Standards</b> ( <a href="#">Sec. 3.8</a> )	Building height, Setback 39' Building height, Core 60' Street setback 10', int.setback 0'	+/- 80'	<b>M</b>
<b>Floor area</b> ( <a href="#">Sec. 3.8</a> )	191,664	303,000	UNK
<b>Modifications to Regulations</b> ( <a href="#">Sec. 4.5.6</a> )	N/A	N/A	N/A
<b>Adequate Public Schools</b> ( <a href="#">Sec. 5.16</a> )		Will comply	
<b>Inclusionary Zoning</b> ( <a href="#">Sec. 3.10</a> )		Will comply	
<b>Landscape</b>			
<b>Buffer – North</b> ( <a href="#">Sec. 5.6.2</a> )		Will comply	
<b>Buffer – East</b> ( <a href="#">Sec. 5.6.2</a> )		Will comply	
<b>Buffer – South</b> ( <a href="#">Sec. 5.6.2</a> )		Will comply	
<b>Buffer - West</b> ( <a href="#">Sec. 5.6.2</a> )		Will comply	



Demolition of all existing single family houses with all other adjoining structures. Constructing new apartments building with amenities and parking lots.

<b>Tree Canopy</b> ( <a href="#">Sec. 5.7</a> )	30%	20%	<b>M</b>
<b>Landscape Standards</b> ( <a href="#">Sec. 5.9.6</a> )		Will comply with regulations	N/A
<b>Environment</b>			
<b>Resource Conservation District</b> ( <a href="#">Sec. 3.6</a> )	N/A	N/A	N/A
<b>Erosion Control</b> ( <a href="#">Sec. 5.3.1</a> )	Will comply with regulations	Will comply with regulations	
<b>Steep Slopes</b> ( <a href="#">Sec. 5.3.2</a> )	N/A	Will comply with regulations	
<b>Stormwater Management</b> ( <a href="#">Sec. 5.4</a> )	Will comply with regulations	Will comply with regulations	
<b>Land Disturbance</b>	No limit	No limit	
<b>Impervious Surface</b> ( <a href="#">Sec. 3.8</a> )	0.5/0.7	Will comply with regulations	
<b>Solid Waste &amp; Recycling</b>	Will recycle demo materials	Will recycle what can be recycled	
<b>Jordan Riparian Buffer</b> ( <a href="#">Sec. 5.18</a> )	N/A	N/A	N/A
<b>Access and Circulation</b>			
<b>Road Improvements</b> ( <a href="#">Sec. 5.8</a> )	N/A	N/A	N/A
<b>Vehicular Access</b> ( <a href="#">Sec. 5.8</a> )	Access to public street	Will comply with regulations	
<b>Bicycle Improvements</b> ( <a href="#">Sec. 5.8</a> )		Will comply with regulations	
<b>Pedestrian Improvements</b> ( <a href="#">Sec. 5.8</a> )		Provide safe pedestrian access	
<b>Traffic Impact Analysis</b> ( <a href="#">Sec. 5.9</a> )	Pay town TIA fee	Pay town TIA fee	
<b>Vehicular Parking</b> ( <a href="#">Sec. 5.9</a> )		Will comply with regulations	
<b>Transit</b> ( <a href="#">Sec. 5.8</a> )	N/A	N/A	
<b>Bicycle Parking</b> ( <a href="#">Sec. 5.9</a> )		Will comply with regulations	
<b>Parking Lot Standards</b> ( <a href="#">Sec. 5.9</a> )		Will comply with regulations	
<b>Technical</b>			



<b>Fire</b>		Will comply	
<b>Site Improvements</b>		Will comply	
<b>Schools Adequate Public Facilities</b> ( <a href="#">Sec. 5.16</a> )		Will comply	
<b>Recreation Area</b> ( <a href="#">Sec. 5.5</a> )		Will comply	
<b>Lighting Plan</b> ( <a href="#">Sec. 5.11</a> )		Will comply	
<b>Homeowners Association</b> ( <a href="#">Sec. 4.6</a> )	N/A	N/A	N/A

Symbol	Meaning	Symbol	Meaning
	Meets Standard	<b>M</b>	Modification necessary
NA	Not Applicable	UNK	Not known at this time



**Checklist**

The following must accompany your application. Failure to do so will result in your application being considered incomplete. For assistance with this application, please contact the Chapel Hill Planning and Sustainability at (919)968-2728 or at [planning@townofchapelhill.org](mailto:planning@townofchapelhill.org).

<input checked="" type="checkbox"/>	<b>Application fee</b> ( <a href="#">refer to fee schedule</a> )	Amount Paid \$	<input type="text" value="380"/>
<input checked="" type="checkbox"/>	<b>Pre-application meeting</b> – with appropriate staff		
<input checked="" type="checkbox"/>	<b>Digital Files</b> - provide digital files of all plans and documents		
<input checked="" type="checkbox"/>	<b>Concept Project Fact Sheet</b>		
<input checked="" type="checkbox"/>	<b>Statement of Compliance with Design Guidelines</b> (1 copies)		
<input checked="" type="checkbox"/>	<b>Statement of Compliance with Comprehensive Plan</b> (1 copies)		
<input checked="" type="checkbox"/>	<b>Affordable Housing Proposal, if applicable</b> (Rezoning Policy or Inclusionary Ordinance)		
<input checked="" type="checkbox"/>	<b>Mailing list of owners of property within 1,000 feet perimeter of subject property</b> ( <a href="#">see GIS notification tool</a> )		
<input checked="" type="checkbox"/>	<b>Mailing fee for above mailing list</b>	Amount Paid \$	<input type="text" value="694.0"/>
<input checked="" type="checkbox"/>	<b>Developer’s Program – brief written statement explaining how the existing conditions impact the site design. Including but not limited to:</b>		
	<ul style="list-style-type: none"> <li>• Natural features of site</li> <li>• Access, circulation, and mitigation of traffic impacts</li> <li>• Arrangement and orientation of buildings</li> <li>• Natural vegetation and landscaping</li> <li>• Impact on neighboring properties</li> <li>• Erosion, sedimentation, and stormwater</li> </ul>		
	Pending - no streams on site		
<input checked="" type="checkbox"/>	<b>Resource Conservation District, Floodplain, &amp; Jordan Buffers Determination</b> - necessary for all submittals		
<input checked="" type="checkbox"/>	<b>Reduced Site Plan Set (reduced to 8.5"x11")</b>		

**Plan Sets (1 copies to be submitted no larger than 24"x36")**

Plans should be legible and clearly drawn. All plan sets sheets should include the following:

- Project Name
- Legend
- Labels
- North Arrow (North oriented toward top of page)
- Property Boundaries with bearing and distances
- Scale (Engineering), denoted graphically and numerically
- Setbacks and buffers
- Streams, RCD Boundary, Jordan Riparian Buffer Boundary, Floodplain, and Wetlands Boundary, where applicable



## Area Map

- a) Project name, applicant, contact information, location, PIN, & legend
- b) Dedicated open space, parks, greenways
- c) Overlay Districts, if applicable
- d) Property lines, zoning district boundaries, land uses, project names of site and surrounding properties, significant buildings, corporate limit lines
- e) Existing roads (public & private), rights-of-way, sidewalks, driveways, vehicular parking areas, bicycle parking, handicapped parking, street names.
- f) 1,000' notification boundary

## Existing Conditions Plan

- a) Slopes, soils, environmental constraints, existing vegetation, and any existing land features
- b) Location of all existing structures and uses
- c) Existing property line and right-of-way lines
- d) Existing utilities & easements including location & sizes of water, sewer, electrical, & drainage lines
- e) Nearest fire hydrants
- f) Nearest bus shelters and transit facilities
- g) Existing topography at minimum 2-foot intervals and finished grade
- h) Natural drainage features & water bodies, floodways, floodplain, RCD, Jordan Buffers & Watershed boundaries

## Proposed Site Plan

- a) Existing building locations
- b) General location of proposed structures
- c) Parking areas
- d) Open spaces and landscaped areas
- e) Access points and circulation patterns for all modes of transportation
- f) Approximate locations of trails, pedestrian and bicycle connections, transit amenities, and parking areas
- g) Approximate location of major site elements including buildings, open areas, natural features including stream buffers, wetlands, tree stands, and steep slopes
- h) Proposed land uses and approximate location



# **Concept Plan Application**

**For:**

## The Flats

607-617 Martin Luther King Jr. Blvd.  
Chapel Hill, NC

PIN # 9788390212, 9788390351  
9788391558, 9788299778

**Applicant:**

Progressive Capital Group, LLC  
400 N. New York Ave, Suite 101  
Winter Park, FL 32789  
(407) 849-3670

**Planner/Civil Engineer:**



221 Providence Road  
Chapel Hill, NC 27514  
(919) 929-0481

<u>Issue Dates</u>	<u>Description</u>
26 Jan 2021	Concept Plan Submittal

## **Developer's Program**

Progressive Capital Group, LLC desires to construct an apartment building with approximately 200 dwelling units and 600-650 total beds. The project will be constructed on approximately 3.6 acres of net land area consisting of four existing lots, generally situated between Isley Street and Martin Luther King, Jr. Blvd. The site generally slopes from Isley Street toward MLK and contains several existing single-family homes and associated outbuildings and driveways. The southernmost lot includes a small existing multi-family building with associated parking. The site is generally wooded otherwise. There are several small sections of the site that contain steep slopes greater than 25%, but these areas predominately lie entirely within the proposed building footprint and retaining walls will be used to flatten the grades.

The proposed building will be designed to step down with the existing grade from Isley Street toward MLK and it is currently envisioned that the building will be 5 stories tall on the Isley Street side and 6 stories tall on the MLK side. The project includes a ±450-space parking deck wrapped with residential units, clubhouse, pool, courtyard, and other amenities and will provide pedestrian connectivity through the site between Isley Street and MLK.

The site lies within Sub-Area C of the South MLK Boulevard Focus Area, as described in the Town of Chapel Hill Future Land Use Map which was adopted on 9 Dec 2020. The FLUM shows multifamily residential as one of the predominant land uses in Sub-Area C, with typical heights of 4-6 stories and maximum heights of 8 stories. The FLUM encourages higher density and intensity along MLK between downtown and Hillsborough Street.

The main access to the parking deck will be provided from the MLK side and a second entrance will connect to Level 2 of the parking deck from Isley Street. Aerial fire apparatus access will be provided from an access drive along the west edge of the site, parallel to Isley Street. Refuse and recycling facilities will also be serviced from this drive.

This project will contribute significantly to Affordable Housing. The specific method or methods by which the project will contribute has not been determined yet and several options are being considered and discussed with Town staff. Included in those options is the developer's unique experience and ability to rehabilitate existing affordable housing in other parts of town. A formal Affordable Housing Plan will be submitted as soon as possible.

Stormwater management for the project will be handled by underground facilities constructed beneath the lowest level of the parking deck.

## **Statement of Compliance with Town Design Guidelines**

The project will be built in compliance with the Town's Design Guidelines.

The building's architecture will be carefully designed to provide a strong and meaningful presence on MLK and to provide thoughtful transitions to the residential communities west and north of the property. Parking will be provided in an efficient, compact parking deck footprint, which allows higher density with less environmental impact.

Landscape buffers will be carefully designed in accordance with the Town's design manual and with the use of best practices.

Pedestrian and vehicular connectivity will be provided between MLK and Isley Street, although vehicular connectivity will be via the proposed parking deck.

Stormwater management facilities, water, sewer, and other utilities will be provided in accordance with the applicable guidelines, standards, and regulations.

### **Statement of Compliance with the Comprehensive Plan**

Below is a brief outline expressing several ways in which The Flats will conform to the ideas and themes driving the Comprehensive Plan:

#### A Place for Everyone

- The project will provide high quality housing and will meet or exceed the requirements of the Town's Inclusionary Zoning Ordinance.

#### Facilitate Getting Around

- Planned improvements to the site will enhance the walkability & bike-ability within the site as well as to and from the site.

#### Good Places, New Spaces

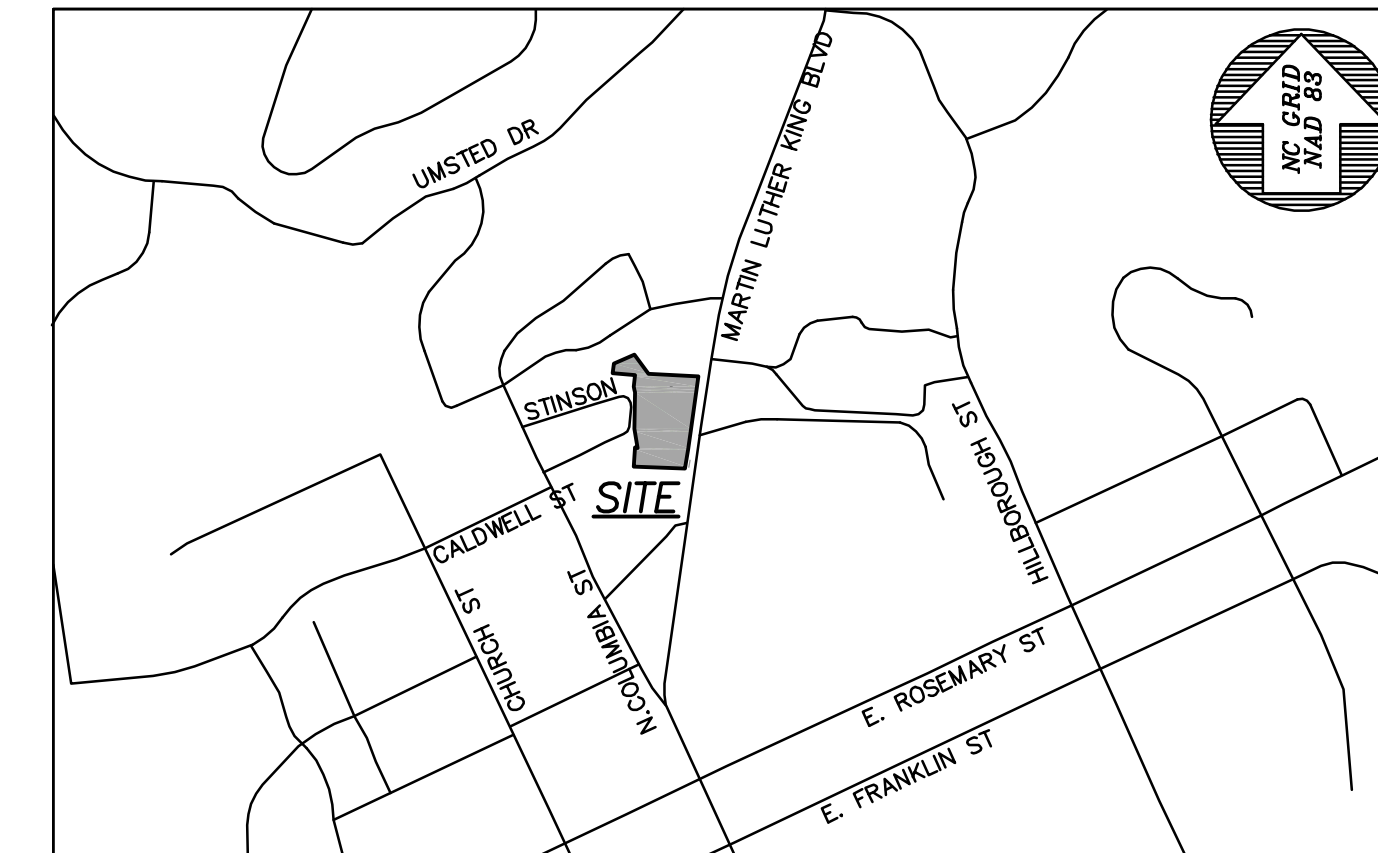
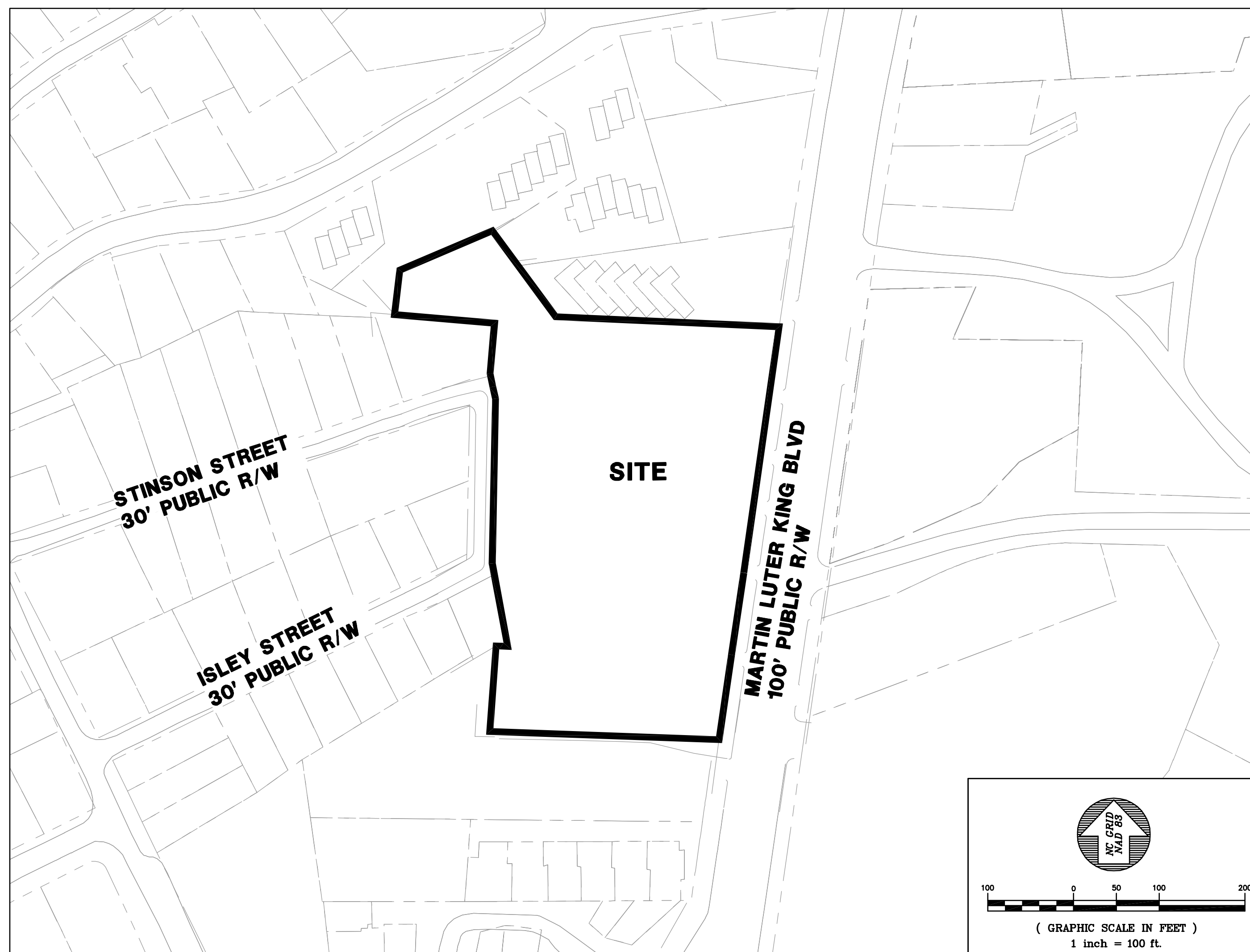
- This project will replace aging, low-density housing with high density, thoughtfully designed and well-built housing as envisioned by the recently-adopted Future Land Use Map.

#### Town and Gown Collaboration

- This project will provide state-of-art housing close to UNC and available for UNC undergraduate and graduate students alike.

# CONCEPT PLANS FOR THE FLATS

## CHAPEL HILL, NORTH CAROLINA

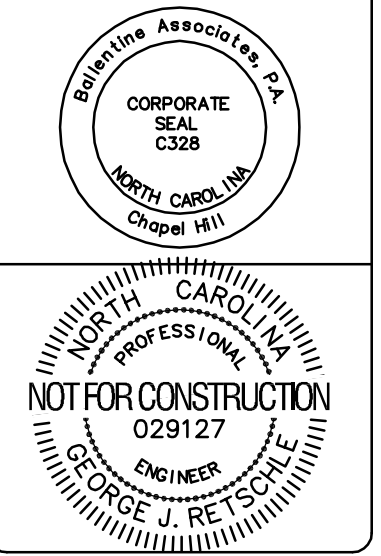


**VICINITY MAP**  
SCALE: 1"=1000'

**DRAWING LIST**

SHEET	DRAWING TITLE	LATEST ISSUE DATE
G0001	COVER	26 JAN 20
C0001	AREA MAP	26 JAN 20
C0101	EXISTING CONDITIONS & DEMOLITION PLAN	26 JAN 20
A1001	CONCEPT PLAN	26 JAN 20

**BALLENTINE ASSOCIATES, P.A.**  
 221 PROVIDENCE ROAD, CHAPEL HILL, NC 27514  
 (919) 929-0481 (919) 489-4789  
REGISTERED PROFESSIONAL ENGINEERS, ARCHITECTS, PLANNERS AND LANDSCAPE ARCHITECTS  
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NO.	DATE	REVISIONS

**OWNER INFORMATION**  
 PROGRESSIVE CAPITAL GROUP  
 400 N. NEW YORK AVE  
 SUITE 101  
 WINTER PARK, FL 32789  
**OWNERS REPRESENTATIVE:**  
 RUSS GREER  
 PH: (770) 329 7850  
 FAX: (407) 426 7282  
 EMAIL: RGREER@PROGRESSIVECAPITAL.GR

ISSUED	DATE
CONCEPT PLAN SUBMITTAL	26 JAN 21

**THE FLATS**  
 CHAPEL HILL, NORTH CAROLINA  
**CONCEPT PLANS**

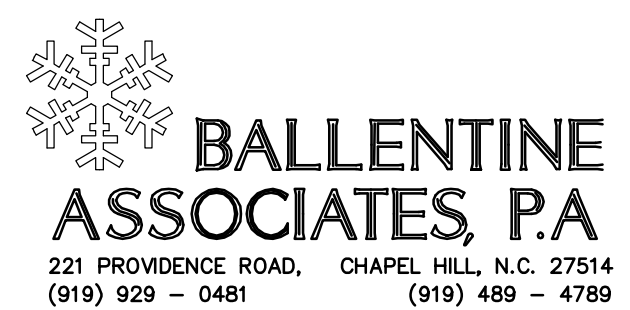
ARCHITECT/LANDSCAPE ARCHITECT



PROJECT OWNER/DEVELOPER:

*PROGRESSIVE CAPITAL GROUP*

CIVIL ENGINEERING:



**REVIEW DRAWING  
NOT FOR CONSTRUCTION**

**SHEET  
G0001**

\\server2012\Company\Engineering\Projects\116018.00 The Flats at CH1\_Dwg\BA-Model Files\_G0001-Cover Flats.dwg, 1/22/2021 11:21:05 AM, Bluebeam PDF.pc3



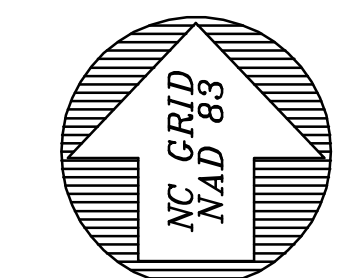


**NOTES**

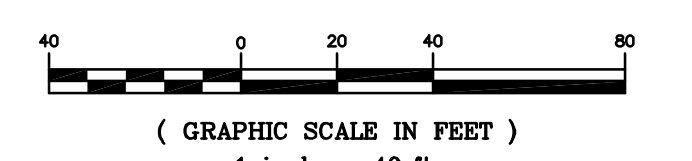
1. EXISTING CONDITIONS SHOWN ARE BASED UPON ORANGE COUNTY GIS DATA AND SITE SURVEY PERFORMED BY COULTER JEWEL THAMES COMPANY.

**DRAWING LEGEND**

SYMBOL/ABBREVIATION	EXISTING	DEMO	DESCRIPTION
			POWER POLE
			SANITARY SEWER CLEANOUT
			FIRE HYDRANT
			WATER VALVE
			WATER METER
			MAIL BOXES
			GAS METER
			FENCE LINE
			TELEPHONE CABLING LINE
			OVERHEAD ELECTRIC LINE
			UNDERGROUND ELECTRIC LINE
			WATER LINE
			GAS LINE
			SANITARY SEWER LINE
			STORM DRAIN PIPE
			PROPERTY LINE
			ADJOINER PROPERTY LINE
			TREE LINE
			MAJOR CONTOUR
			MINOR CONTOUR
			SLOPES LESS THAN 15%
			SLOPES BETWEEN 15% AND 25%
			SLOPES GREATER THAN 25%
			EXISTING BUILDINGS AND PAVEMENTS
			SOIL BOUNDARY
			APPLING URBAN LAND COMPLEX
			WEDOWEE SANDY LOAM
			AuC HSG: B
			WmD HSG: B

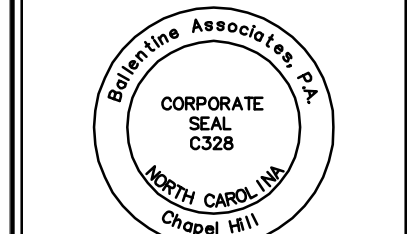


**EXISTING CONDITIONS & DEMOLITION PLAN**



REVIEW DRAWING  
NOT FOR CONSTRUCTION

**BALLENTINE ASSOCIATES, P.A.**  
 PROFESSIONAL ENGINEER  
 LICENSE NO. 4778  
 1019 BAYVIEW DRIVE  
 CHAPEL HILL, NC 27514  
 TEL: 919.336.4400  
 FAX: 919.336.4401  
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 029127  
 GEORGE J. REYNOLDS  
 ENGINEER

DATE	REVISIONS	NUM

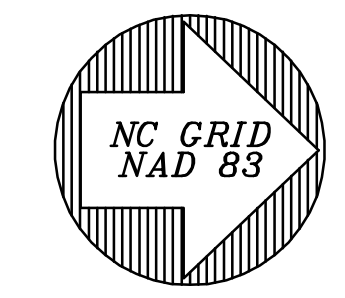
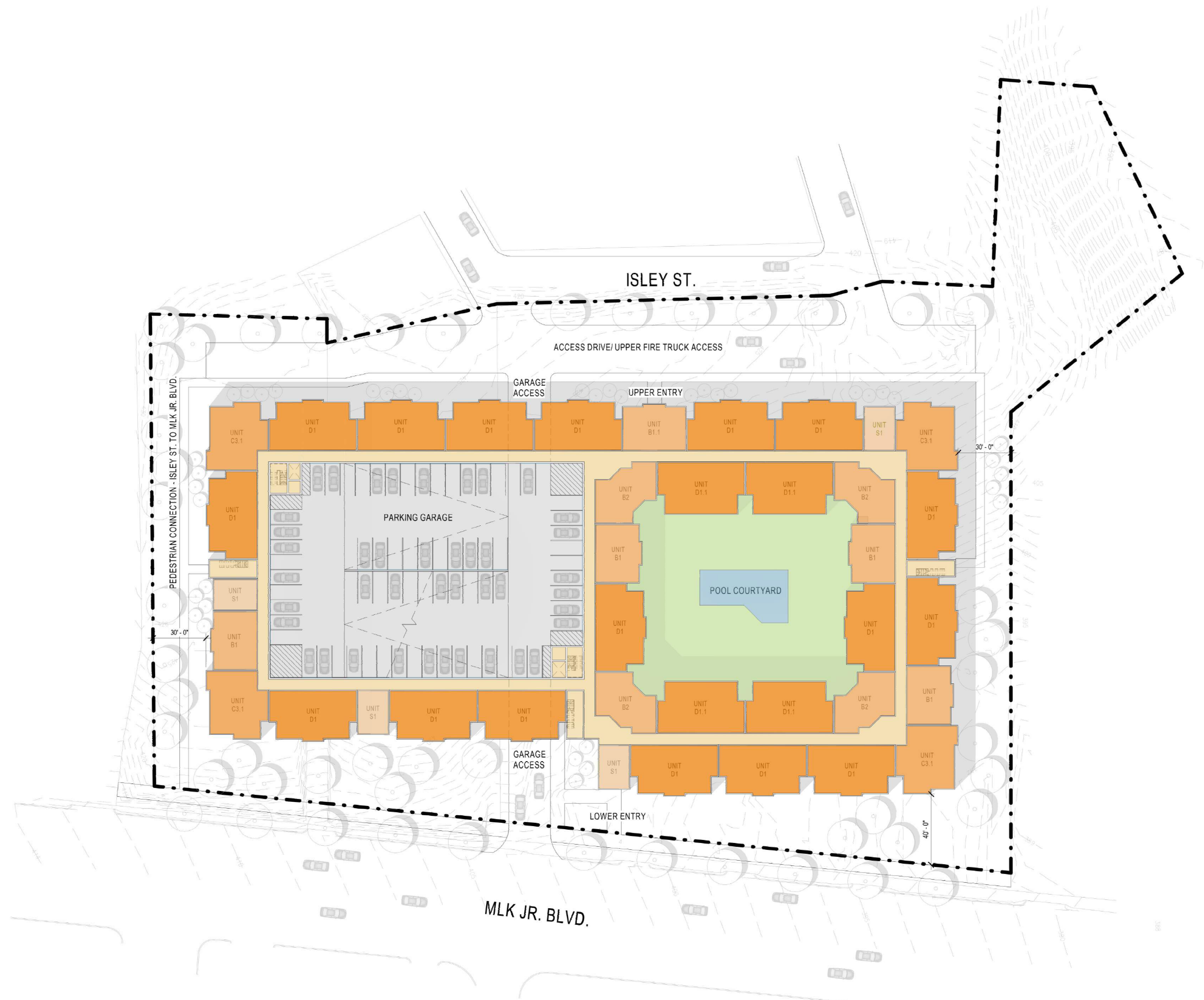
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 PROGRESSIVE CAPITAL GROUP  
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 SUITE 101  
 WINTER PARK, FL 32789  
**OWNERS REPRESENTATIVE:**  
 RUSS GREER  
 PH: (770) 329 7850  
 FAX: (407) 426 7282  
 EMAIL: RGREER@PROGRESSIVECAPITAL.COM

ISSUED	DATE
CONCEPT PLAN SUBMITTAL	26 JAN 21

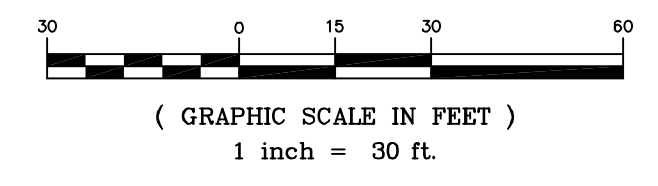
**THE FLATS**  
 CHAPEL HILL, NORTH CAROLINA  
**CONCEPT PLANS**

JOB NUMBER: 116018.00  
 DATE: 26 JAN 21  
 SCALE: AS NOTED  
 DRAWN BY: M.P.  
 REVIEWED BY: G.J.R.

**SHEET C0101**

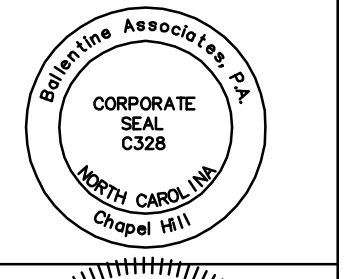


CONCEPT PLAN



REVIEW DRAWING NOT FOR CONSTRUCTION

**BALLENTINE ASSOCIATES, P.A.**  
 1015 W. 10TH ST., SUITE 200, CHAPEL HILL, NC 27514  
 (919) 939-0044  
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**NOT FOR CONSTRUCTION**  
 029127  
 GEORGE J. REYNOLDS  
 ENGINEER

DATE	REVISIONS	NUM

**OWNER INFORMATION**  
 PROGRESSIVE CAPITAL GROUP  
 400 N. NEW YORK AVE  
 SUITE 101  
 WINTER PARK, FL 32789  
**OWNER REPRESENTATIVE:**  
 RUSS GREER  
 PH: (770) 329 7850  
 FAX: (407) 426 7282  
 EMAIL: RGREER@PROGRESSIVECAPITAL.COM

DATE	ISSUED
26 JAN 21	CONCEPT PLAN SUBMITTAL

**THE FLATS**  
 CHAPEL HILL, NORTH CAROLINA  
**CONCEPT PLANS**

JOB NUMBER: 116018.00  
 DATE: 26 JAN 21  
 SCALE: AS NOTED  
 DRAWN BY:  
 REVIEWED BY:

**SHEET A1001**



579  
TOWN OF CHAPEL HILL

Town Hall  
405 Martin Luther King Jr.  
Boulevard  
Chapel Hill, NC 27514

Item Overview

---

Item #: 20., File #: [21-0239], Version: 1

Meeting Date: 3/24/2021

---

**Appointment to the Community Policing Advisory Committee.**

**Staff:**

Sabrina Oliver, Director/Town Clerk  
Amy Harvey, Deputy Town Clerk  
Alisha Cordell, Administrative Assistant

**Department:**

Communications and Public Affairs  
Technology Solutions and CaPA



**Recommendation(s):**

That the Council make appointment to the Community Policing Advisory Committee for one (1) seat.



**Attachments:**

- Recommendation
- Ballot
- Applications

Note: Applications submitted prior to February 20, 2018 were completed before changes were made to the application and may appear incomplete.



**MEMORANDUM**

TO: Mayor and Town Council

FROM: Joshua Romero, Chairperson

SUBJECT: Recommendation for the vacancy(s)

DATE: March 10, 2021

**RECOMMENDATION:** The Community Policing Advisory Committee met on Tuesday, March 9, 2021 and by a Unanimous vote made the following recommendation(s) to the Town Council for consideration:

- Karen Lissy, Alternate should someone not accept their appointment
- Nikkima Santos, Alternate should someone not accept their appointment

**SPECIAL REQUEST(s):** In October, we have included 2 alternates for your consideration. Should one of our recommended applicants not be appointed or are otherwise unable or willing to join us we would like to appoint an alternate. Cynthia Watkins has not attended any of the Committee meetings since the fall appointment despite the Chair and staff liaisons attempts to connect with Ms. Watkins. The Committee request that the Council appoint either of the two applicants above.

**BACKGROUND:** The Community Policing Advisory Committee reviewed 15 applications during our October meeting. The Board was looking for diversity in experience and background to help fill the fall vacancies. The above recommended people meet that interest, and we are excited to recommend them to the join the Community Policing Advisory Committee.

*Note:* Communications and Public Affairs notes that the Community Policing Advisory Committee has not reviewed a recent application from Chase Davenport. The Committee will review applications in May for three terms ending June 30.

**BALLOT**

**COMMUNITY POLICING ADVISORY COMMITTEE**

**MARCH 24, 2021**

Total Membership: 9 (Nine Town Residents)  
Current Membership: 8 (4 Female, 4 Male; 4 African American, 3 Caucasian; 1 Hispanic; [1] 18-24, [1] 25-34, [5] 35-54, [1] over 55)  
Current Vacancies 1 (Town Residents)  
Number of Applicants: 8

**Town Resident  
Please vote for up to one (1) applicant.**

_____ Krista Caraway	_____ Karen Lissy
_____ Andrew Creech	_____ Nikkima Santos
_____ Chase Davenport	_____ William Talley
_____ Sarah Goldstein	_____ Denise Thompson
_____ Other; please list _____	

---

**Profile**

Question applies to multiple boards

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

**Public Records Statement**

---

**I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.**

---

 I Agree

kristazeltcaraway@gmail.com

Email Address

Krista

First Name

Z

Middle Initial

Caraway

Last Name

109 Cabernet Drive

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27516

Postal Code

Mobile: (910) 554-6681

Primary Phone

Home:

Alternate Phone

Question applies to multiple boards

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

---

 Chapel Hill Town limits (Purple)[Please consult the town maps HERE if you are unsure.](#)**If you are a Chapel Hill Resident, How long have you lived here?**

---

 4-9 years

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

### Which Boards would you like to apply for?

---

None Selected

### Which Board is your First Choice? \*

---

Reimagining Community Safety Task Force

---

### How did you find out about this opportunity? (select all that apply)

---

Advisory Board or Council member

Social Media

### If you chose "Other" from the advertising opportunity listed above, please specify:

---

Anita Badrock

Question applies to Reimagining Community Safety Task Force

### If chosen to be on the Task Force, what would be the best time of day for you to meet with the group?

---

Evening

Question applies to Reimagining Community Safety Task Force

### Would you need some level of support from the Town to enable you to participate on the Task Force? For instance, a childcare stipend or access to the internet?

---

Yes  No

Question applies to Reimagining Community Safety Task Force

### Describe the support needed from the Town to enable your participation on the Task Force.

---

Information on existing policies and procedures in place as well as current vision for future.

---

### Interests & Experiences

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

I bring a fresh perspective to any task I'm presented. My motto is: If I don't know the answer, I will find out. I find out by gathering data from the "best" in the industry (right here in Chapel Hill) as I believe data drives progress and wise decisions. While data drives decisions, emotions and feelings do play a role in our personal success. I feel most "excited" when I see equity in our community in action. Equity with race, creed, religion, ability level, age, sexuality / identification, etc. We all live in the same world and need to consider and respect everyone in the community. I am especially passionate about protecting and investing in (time and planning) our most vulnerable populations, which include those with disabilities (mental and physical), children, elderly, individuals in the recovery community, homeless, survivors of domestic violence, LGBT community, etc. I believe it is our job to create and maintain a safe community for everyone; one where everyone is a positive contributor to our community.

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

With my experience personally and professionally with differently-abled individuals (many of whom have interactions with our police department), I feel as though my experience and understanding of this population could be a real asset on this task force. This is a great opportunity to influence how policing and community safety will look in our Town's future. I believe in the power of using our own resources to the fullest as well as sustainability. As an educator, I was able to access services for my continuing education training as well as training for my students that exceeded any expectations, thanks to partnerships formed with UNC, TEACCH, FPG Child Institute, Special Olympics Of Orange County / Town of Chapel Hill, Autism Society of NC, and many other agencies in Chapel Hill for FREE. If I / we can do this within the confines of a classroom and school, this is possible town wide. I look forward to working together to continue to grow Chapel Hill, create a space and place for everyone, supporting community prosperity, nurturing our community, and collaborate as a team. \* Resume Attached \*

[Resume.Krista.Caraway.docx](#)

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

Question applies to Reimagining Community Safety Task Force

**Please tell us why you are interested in becoming a member of this Task Force.**

I am passionate about equality and inclusion for all members in our community. We need to ensure everyone's safety as well as ensure we are able to meet the needs of every citizen as well as provide opportunities for showcasing diversity and inclusion.

Question applies to Reimagining Community Safety Task Force

**Are you affiliated with any community groups or organizations that work on social justice issues or organizations working to achieve racial equality and social justice? If so, please list those organizations.**

I am an active activist in the BLM movement; and stand along side other community members every Friday evening at Binkley (until racism ends). I am on the board of directors for the Autism Society of Orange & Chatham as well as serve on the advisory board at UNC / FPG Autism Committee. I also coach Special Olympics of Orange County. These committees and organizations allow me to help serve individuals in our community with different ability levels to create an inclusive community.

---

## Demographics

The Town Council seeks to attract persons from diverse backgrounds and believes that childcare and transportation is a potential barrier for qualified and interested applicants. See the [Childcare and Transportation Assistance pilot](#) for further details. In order to consider this application and provide some balance to the various boards, this personal information is required:

### Ethnicity \*

---

Caucasian/Non-Hispanic

### Gender \*

---

Female

If other, please describe:

---

Please select your age from the following list. \*

---

35-54

Educational Coach, Respite  
Provider for Individuals with  
Disabilities

Occupation

Are you a caregiver for or identify with a disability?

---

Yes  No

Have you participated in the Peoples Academy?

---

Yes  No

Are you a Town of Chapel Hill employee?

---

Yes  No

---

## Ethics Statement

**ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS**

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Members of advisory boards and commissions shall not discuss, advocate, or vote on any matter in which they have a conflict of interest or an interest which reasonably might appear to be in conflict with the concept of fairness in dealing with public business. A conflict of interest or a potential conflict occurs if a member has a separate, private, or monetary interest, either direct or indirect, in any issue or transaction under consideration. In addition, members of the Historic District Commission and Board of Adjustment, when these boards are hearing cases, serve as quasi-judicial bodies. Pursuant to State Statute 106A-388(e)(2), members of these boards “shall not participate in or vote on any quasi-judicial matter in a manner that would violate affected persons’ constitutional rights to an impartial decision maker. Impermissible violations of due process include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex parte communications, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter.”

Any member who violates these Ethics Guidelines may be subject to removal from the board or commission. If the advisory board or commission member believes he/she has a conflict of interest then that member should ask the advisory board or commission to be recused from voting. The advisory board or commission should then vote on the question on whether or not to excuse the member making the request. In cases where the individual member or the advisory board or commission establishes a conflict of interest, then the advisory board or commission member shall remove themselves from the voting area. Any advisory board or commission member may seek the counsel of the Town Attorney on questions regarding the interpretation of these ethics guidelines or other conflict of interest matters. The interpretation may include a recommendation on whether or not the advisory board or commission member should excuse himself/herself from voting. The advisory board or commission member may request the Town Attorney respond in writing.

---

I Agree \*

Question applies to multiple boards

*Applications will be kept on file from July 1st to June 30th of the same fiscal year. Please reapply each fiscal year if you are still interested in serving on an Advisory Board, Commission, Committee or Task Force and have not yet been appointed.*

Question applies to Reimagining Community Safety Task Force

You may submit your application online, print your application and mail or bring it to the payment box near the lower entrance of Town of Chapel Hill at 405, Martin Luther King Jr. Blvd, Chapel Hill, NC 27514, or email your application to [advisoryboards@townofchapelhill.org](mailto:advisoryboards@townofchapelhill.org).

## Mrs. Krista Zelt Caraway

109 Cabernet Drive \* Chapel Hill, NC 27516 \* (910) 554 – 6681 \* kristazeltcaraway@gmail.com

### EDUCATION:

*Duquesne University* ; Pittsburgh, PA  
 B.S. Special Education with Honors 2001  
 B.S. Elementary Education with Honors 2001

### PROFESSIONAL EXPERIENCE:

*Board of Directors for Autism Society of North Carolina - Orange and Chatham Counties*  
 November 5, 2019- Present

*ARC of the Triangle - Respite provider for individuals with disabilities in my home and community*  
 June 2019-Present

*Special Olympics of Orange County, NC - Coach*  
 March 2014- Present

*University of Chapel Hill – Frank Porter Graham Child Development Institute*

*Chapel Hill, NC - Autism Researcher, Educational Coach, Contributor* June 2017–June'18

Coached teachers across the state to help their students with autism increase positive behavioral outcomes. Contributor to the autism team at UNC's Frank Porter Graham Child Development Institute, dedicated to bringing real-world solutions to children with autism. The purpose of our project was to document the efficacy of a widely used professional development model that promotes program quality, teachers' use of evidence-based practices (EBPs), and outcomes for elementary school-age children with autism spectrum disorder (ASD).

The professional development model serving as the "treatment" variable in this study was developed by the National Professional Development Center on Autism Spectrum Disorder, has been used with agencies in 12 states, and is currently being used to train hundreds of teachers in the U.S. and other countries. The model consists of forming a team at the building level, taking an online course, participating in an intensive summer workshop, assessing program quality, using program quality information for program improvement, developing measurable student goals, linking goals to EBPs, and implementing EBPs to achieve student goals. A significant feature of this model is the coaching and feedback provided by research staff and local district personnel.

View Video of Project on page: <https://ncaep.fpg.unc.edu/support-ncaep>

*Chapel Hill – Carrboro City Schools / Rashkis Elementary School*

*Chapel Hill, NC*

August 2015 – December 2016

3-5 Special Education Self-Contained Classroom Teacher ; Taught students in grades 3-5 utilizing the extended common core as well as individualized goals. Worked collaboratively with the PATHSS Program for the "Great Minds Think Alike" mentor program. Planned and implemented multiple community-based instruction trips. Worked collaboratively with the CIDD (Carolina Institute for Developmental Disabilities) to help students grow in all areas. This included attending doctor appointments, hosting CIDD for observations, collecting behavioral tracking data, etc. Worked with Chapel Hill Parks and Recreation to involve all students in the Special Olympics program as well as with TEACCH and The Autism Society to provide support and guidance in the community and home settings.

*Chapel Hill – Carrboro City Schools / University of North Carolina*

*Chapel Hill, NC*

April 1, 2015 – June 12, 2015

PATHSS Program / EC Job Coach

Worked with students aged 18-21 with identified disabilities in providing skills necessary for the workforce. Assessing current skills / aptitudes, teaching new skills, creating resumes, etc. were just a few goals we covered and achieved. Assisting individuals in acquiring the necessary skills necessary for post-graduation and transition into adulthood was also crucial and the bridge



between CHCCS and UNC worked so well to involve all individuals and include everyone in the workforce where everyone has skills to share.

*The Hill Center, Durham, NC*

August, 2011 – February 11, 2015

Faculty / Presenter in Outreach

Taught grades K-12 using The Hill Center's methodology (driven by assessment and based on Orton Gillingham's methodology – multi-sensory education) for Reading, Written Language, and Mathematics - All students have diagnosed disabilities

Created and presented the workshop, "Collaborative Intervention Processes to Maximize Positive Behavior" through The Hill Center's outreach program (Participants learned how to quickly and effectively observe and document behavioral data to increase the potential for desired outcomes by: Analyzing behavioral data using educational and mental health criteria for the development of a comprehensive FBA and collaboratively crafting a BIP, including a Crisis Intervention Plan, that implemented intentional interventions (proactive) - Audience included teachers, teacher assistants, administrators, counselors, and parents)

Chair for The Hill Center's Positive Behavior Intervention and Support Program

In charge of tracking behavioral data using the Woodcock Johnson Behavior Assessment, Functional Behavioral Analysis, and Behavior Intervention Plans to increase positive behaviors  
Created and implemented The Hill Center's PBIS program, which includes common verbiage in all classrooms and social stories / social education for all students to maximize positive / appropriate behavior

*Carteret County Public Schools Central Services*

June 10, 2009 – July, 2011

Behavioral and Reading Specialist

Worked with groups of and individual teachers to provide the best reading strategies / programs / practices for their students, driven by assessment and on-going skill tracking

Measured and tracked growth of students within their individualized reading programs and aligned with individualized education plans

Worked in conjunction with the Hill Center as a mentor for the Reading Achievement Program.

Observed, provided feedback, and accommodated individual teachers with 1:1 assistance

Ensured sustainability with reading programs within all Carteret County Public Schools regular education as well as special education

Provided observations that drove functional behavioral assessments, behavioral intervention plans, and strategies for students in need of behavioral support

Trained teachers in collecting data, conducting functional behavioral assessments and behavioral intervention plans, driven by data

Taught 4 classes for our alternative / day treatment setting – Hill Center Reading

Achievement Program, Literature Circle, Social Skills / Anger Management, and Music / Art

*Carteret County Public Schools Central Services*

June 10, 2008 – June 10, 2009

Behavioral Specialist

Traveled to all 17 public schools within Carteret County to write behavior intervention plans for students having behavioral difficulties - Assisted teachers in implementing plans as well as with instruction

Taught 3 social skills groups (K-5), (6-8), (9-12) for students within the Exceptional Children's Department in different schools and settings throughout Carteret County

Taught the Hill Center's Reading Achievement Program to our Stepping Stones Alternative Program Students with 100% success rate (All students made a year or more in growth and passed the North Carolina End of Grade Tests – 2 years consecutively.

*Carteret County Public Schools / Newport Elementary School ; Newport, NC*

October 1, 2006 – June 10, 2008

EC Teacher / Behavioral Specialist

Co-Founder of the Stepping Stones Alternative Program (Separate Setting) within Carteret County Schools for students with severe behavioral challenges

Taught NCSCOS Curriculum, all subjects and areas (K-5), for students with Autism, Cerebral Palsy, ADHD, ADD, Turrets Syndrome, ODD, Manic-Depressive, and Other Health Impaired Grant Recipient from [www.donorschoose.org](http://www.donorschoose.org) for "Back on Track" project  
Co-chair for the Student Assistance Team, In charge of all behavioral referrals and strategies / implementation (Now known as the RTI team)

*Carteret County Public Schools / Newport Elementary School, Newport, NC*

April 9, 2002 - October 1, 2006

Teacher

Taught Second Grade Academic Curriculum, all subjects and areas, as aligned with the North Carolina Standard Course of Study

Successful in "inclusion" teaching (Differentiation of instruction for students of all ability levels)

Co-chair for the Student Assistance Team (RTI)

Recognized by The Carteret County News-Times (county newspaper) as well as by WPXI Channel 12 (local news channel) for "American Pride" project on 9 – 11 – 03

*Step-By-Step, Inc., Pittsburgh, PA*

January 2, 2000 - April 6, 2002

Residential Advisor

Direct care services for adults with intellectual disability / mental illness and autism

Created and carried out community-based activities for individual client needs/goals

Advocate for 2 clients

Provided educational support for clients in reading and mathematics

*The Autism Society of Pittsburgh S.P.E.A.K. Program*

June 1999 – August 2001

Teacher Assistant

Responsible for 6 children with autism

Planned and Participated in classroom planning and adaptations

Planned and Participated in community-based activities and field trips

*Allegheny County Parks and Recreation, Pittsburgh, PA*

May 1995 – August 2001

Lifeguard

On a team with first responders at all 4 community pools, wave pools, and diving pools. Head lifeguard for annual Pittsburgh Children's Festival for entire county.

Professional Memberships:

Board of Directors for ASNC O/C (Autism Society of North Carolina Orange & Chatham Counties)

Member of NCAE (North Carolina Association of Educators)

Member of Duquesne University Alumni

Member of CEC (Council for Exceptional Children)

Member of Orange County of NC Special Olympics (Coach)

---

**Profile**

Question applies to multiple boards

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

**Public Records Statement**

---

**I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.**

---

 I Agree

acreech2@elon.edu

Email Address

Andrew

First Name

Creech

Last Name

600 MLK Jr BLVD

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27514

Postal Code

Mobile: (919) 636-8941

Primary Phone

Home:

Alternate Phone

Question applies to multiple boards

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

---

 Chapel Hill Town limits (Purple)[Please consult the town maps HERE if you are unsure.](#)**If you are a Chapel Hill Resident, How long have you lived here?**

---

 1-3 years

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

**Which Boards would you like to apply for?**

---

None Selected

**Which Board is your First Choice? \***

---

Community Policing Advisory Committee

---

**How did you find out about this opportunity? (select all that apply)**

---

Radio

If you chose "Other" from the advertising opportunity listed above, please specify:

---

---

**Interests & Experiences**

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

---

I have the unique perspective of being a former law enforcement officer as well as certified instructor of police officer courses while also being a journalist with a healthy distrust of authority that I see doing wrong. I believe that a huge problem in policing in this county is that a large portion of the population that wants to hold law enforcement members responsible for their wrong doings are too quick to jump to conclusions without all the facts, while on the flip side, many people that want to wait for the facts never actually want to hold them accountable. As responsible members of our society, we need to be unbiased and review the facts. When the facts demonstrate improper behavior, we must demand that punishments are levied.

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

I served in the United States Army, as a police officer, and oversaw one hundred private security officers across the state of North Carolina. I also graduated from Elon University with a Bachelor's Degree in Journalism. I have been certified to teach courses in less than lethal tools including OC/Pepper Spray, Batons, Handcuffs, and Defensive Flashlight use as well as Laws Governing Self Defense. I have developed and taught courses in de-escalation, entering and clearing a dwelling, and Shoot/No Shoot Scenarios. I am currently conducting research and beginning a draft to submit to our lawmakers to propose changes to the way policing operates across our state and country that I believe will make the job safer for law enforcement members that are actually trying to do their job properly, while also removing a great deal of the motivation that makes the bad cops break the law in the course of their duties.

You may upload a supporting document (e.g., CV or resume). Please be advised that any information submitted becomes a public record and may be searchable online.

---

## Demographics

The Town Council seeks to attract persons from diverse backgrounds and believes that childcare and transportation is a potential barrier for qualified and interested applicants. See the [Childcare and Transportation Assistance pilot](#) for further details. In order to consider this application and provide some balance to the various boards, this personal information is required:

### Ethnicity \*

Caucasian/Non-Hispanic

### Gender \*

Male

**If other, please describe:**

---

**Please select your age from the following list. \***

25-34

Bartender and Writer

Occupation

**Are you a caregiver for or identify with a disability?**

Yes  No

Have you participated in the Peoples Academy?

---

Yes  No

Are you a Town of Chapel Hill employee?

---

Yes  No

---

## Ethics Statement

### ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS

---

Members of advisory boards and commissions shall not discuss, advocate, or vote on any matter in which they have a conflict of interest or an interest which reasonably might appear to be in conflict with the concept of fairness in dealing with public business. A conflict of interest or a potential conflict occurs if a member has a separate, private, or monetary interest, either direct or indirect, in any issue or transaction under consideration. In addition, members of the Historic District Commission and Board of Adjustment, when these boards are hearing cases, serve as quasi-judicial bodies. Pursuant to State Statute 106A-388(e)(2), members of these boards “shall not participate in or vote on any quasi-judicial matter in a manner that would violate affected persons’ constitutional rights to an impartial decision maker. Impermissible violations of due process include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex parte communications, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter.”

Any member who violates these Ethics Guidelines may be subject to removal from the board or commission. If the advisory board or commission member believes he/she has a conflict of interest then that member should ask the advisory board or commission to be recused from voting. The advisory board or commission should then vote on the question on whether or not to excuse the member making the request. In cases where the individual member or the advisory board or commission establishes a conflict of interest, then the advisory board or commission member shall remove themselves from the voting area. Any advisory board or commission member may seek the counsel of the Town Attorney on questions regarding the interpretation of these ethics guidelines or other conflict of interest matters. The interpretation may include a recommendation on whether or not the advisory board or commission member should excuse himself/herself from voting. The advisory board or commission member may request the Town Attorney respond in writing.

---

I Agree \*

Question applies to multiple boards

*Applications will be kept on file from July 1st to June 30th of the same fiscal year. Please reapply each fiscal year if you are still interested in serving on an Advisory Board, Commission, Committee or Task Force and have not yet been appointed.*

---

**Profile**

Question applies to multiple boards

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

**Public Records Statement**

---

**I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.**

---

 I Agree

chasedavenport28@gmail.com

Email Address

Chase

First Name

Middle Initial

Davenport

Last Name

1604 FOUNTAIN RIDGE RD

Street Address

Suite or Apt

CHAPEL HILL

City

NC

State

27517

Postal Code

Home: (919) 357-2257

Primary Phone

Alternate Phone

Question applies to multiple boards

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

---

 Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

---

 1-3 years

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

**Which Boards would you like to apply for?**


---

None Selected

Question applies to Chapel Hill Downtown Partnership

**Select a Seat Category for the Chapel Hill Downtown Partnership \***


---

Chapel Hill Town Resident

**Which Board is your First Choice? \***


---

Town Council

**How did you find out about this opportunity? (select all that apply)**


---

Internet

If you chose "Other" from the advertising opportunity listed above, please specify:

---



---

**Interests & Experiences**

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

---

I would bring a community perspective on police reform. We can reform the police force and provide continued education on Mental Illness. This will aide our men and women in uniform to understand the difference between an arrest and Mental Health Crisis. There have been multiple in the news about police having trouble with the Mentally Ill/Disabled and they have all ended in tragedy.

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

---

I have worked with Activists and I'm an Activist myself. I have an understanding of what our community needs are and how we can improve our community.



---

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

---

## Demographics

The Town Council seeks to attract persons from diverse backgrounds and believes that childcare and transportation is a potential barrier for qualified and interested applicants. See the [Childcare and Transportation Assistance pilot](#) for further details. In order to consider this application and provide some balance to the various boards, this personal information is required:

### Ethnicity \*

---

Caucasian/Non-Hispanic

### Gender \*

---

Male

If other, please describe:

---

Please select your age from the following list. \*

---

25-34

AMC Theaters Crew Member

Occupation

Are you a caregiver for or identify with a disability?

---

Yes  No

Have you participated in the Peoples Academy?

---

Yes  No

Are you a Town of Chapel Hill employee?

---

Yes  No

---

## Ethics Statement

**ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS**

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Members of advisory boards and commissions shall not discuss, advocate, or vote on any matter in which they have a conflict of interest or an interest which reasonably might appear to be in conflict with the concept of fairness in dealing with public business. A conflict of interest or a potential conflict occurs if a member has a separate, private, or monetary interest, either direct or indirect, in any issue or transaction under consideration. In addition, members of the Historic District Commission and Board of Adjustment, when these boards are hearing cases, serve as quasi-judicial bodies. Pursuant to State Statute 106A-388(e)(2), members of these boards “shall not participate in or vote on any quasi-judicial matter in a manner that would violate affected persons’ constitutional rights to an impartial decision maker. Impermissible violations of due process include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex parte communications, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter.” Any member who violates these Ethics Guidelines may be subject to removal from the board or commission. If the advisory board or commission member believes he/she has a conflict of interest then that member should ask the advisory board or commission to be recused from voting. The advisory board or commission should then vote on the question on whether or not to excuse the member making the request. In cases where the individual member or the advisory board or commission establishes a conflict of interest, then the advisory board or commission member shall remove themselves from the voting area. Any advisory board or commission member may seek the counsel of the Town Attorney on questions regarding the interpretation of these ethics guidelines or other conflict of interest matters. The interpretation may include a recommendation on whether or not the advisory board or commission member should excuse himself/herself from voting. The advisory board or commission member may request the Town Attorney respond in writing.

---

I Agree \*

Question applies to multiple boards

*Applications will be kept on file from July 1st to June 30th of the same fiscal year. Please reapply each fiscal year if you are still interested in serving on an Advisory Board, Commission, Committee or Task Force and have not yet been appointed.*

**Profile**

Question applies to multiple boards

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

**Public Records Statement**

**I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.**

I Agree

sarahlogan5@gmail.com

Email Address

Sarah

First Name

Goldstein

Last Name

604 Copperline Drive

Street Address

206

Suite or Apt

Chapel Hill

City

NC

State

27516

Postal Code

Mobile: (919) 599-1994

Primary Phone

Home:

Alternate Phone

Question applies to multiple boards

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

Greater than 10 years

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

## Which Boards would you like to apply for?

---

None Selected

Question applies to Justice in Action Committee

## Select a Seat Category for the Justice in Action Committee \*

---

Chapel Hill or Carrboro planning jurisdiction

## Which Board is your First Choice? \*

---

Justice in Action Committee

---

## How did you find out about this opportunity? (select all that apply)

---

Internet

If you chose "Other" from the advertising opportunity listed above, please specify:

---



---

## Interests & Experiences

### What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?

---

I am an idealistic and civic-minded resident. I recently moved back to Chapel Hill after living in California, and I have a renewed appreciation for this town and our state. The 2016 election and the recent protests have really inspired me to get active and to be a part of the changes I want to see happen in our country. I am optimistic about making those changes at the local level. I will be thirty-four this summer, so I think I would bring a semi-youthful perspective to this committee.

### Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.

---

At the moment, I'm applying for work as an administrative assistant, but previously, I worked as a teacher. Most recently, at a Preschool. Working with children (and especially preschoolers) requires a lot of patience and compassion. I have lots of both! I am trying to teach myself Spanish and computer programming (not sure if the computer programming is relevant). I have exceptional communication skills. I am a great listener and I am solutions-oriented.

[chapel\\_hill\\_resume.pdf](#)

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

---

## Demographics

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### Ethnicity \*

Caucasian/Non-Hispanic

### Gender \*

Female

If other, please describe:

Please select your age from the following list. \*

25-34

unemployed

Occupation

Are you a caregiver for or identify with a disability?

Yes  No

Have you participated in the Peoples Academy?

Yes  No

Are you a Town of Chapel Hill employee?

Yes  No

---

## Ethics Statement

**ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS**

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---

I Agree \*

Question applies to multiple boards

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# Sarah Goldstein

Hoping to put my compassion and enthusiasm for civics to good use on one of Chapel Hill's committees. I am committed to making the positive changes necessary to ensure an equitable community.

604 Copperline Drive  
Unit 206  
Chapel Hill, NC 27516  
(919) 599 1994  
Sarahlogan5@gmail.com

## EXPERIENCE

### Rainbow Bridge Montessori School, Cotati, CA — Co-teacher

JUNE 2019 - NOVEMBER 2019

Led and developed a summer program for thirty-two children (ages 3-6). Trained colleagues in classroom management. Prepared instructional materials. Assisted the lead teacher with supervising students. Communicated pertinent information daily to parents.

### Redwood Montessori School, Penngrove, CA — Assistant Teacher

NOVEMBER 2018 - JUNE 2019

Prepared instructional materials. Supervised children in the classroom and on the playground. Communicated with parents daily and resolved any issues their children had during the school day.

\*Rainbow Bridge and Redwood Montessori Schools were both owned by Ammamma Tati Inc. I was transferred from Redwood to Rainbow Bridge.

### Durham Academy, Durham, NC — Afterschool Enrichments Coordinator

August 2010 - May 2018

Organized and scheduled after school classes. Maintained website and registration. Calculated instructor payments and verified student billing. Increased program enrollment and conducted program surveys. Communicated confidential information with parents, instructors and faculty.

Full work history available upon request

## EDUCATION

### University of North Carolina at Chapel Hill, Chapel Hill, NC — Bachelor of Arts-French

AUGUST 2005 - DECEMBER 2008

### University of North Carolina at Asheville, Asheville, NC

AUGUST 2004 - MAY 2005

## SKILLS

Excellent communication skills

Creative

Open-minded

Team-oriented

Highly organized and attentive to detail

Adept at problem solving

Experience with Mac OS X, Windows, Microsoft Office, Google Drive

## AWARDS

Phi Sigma Pi Honor Fraternity at UNC Chapel Hill

Enrolled in the Honors Program at UNC Asheville

## LANGUAGES

Fluent in French, learning Spanish

## REFERENCES

**Rainbow Bridge Montessori School**

Aishwarya Kancharla, CEO Ammamma Tati Inc., (917) 656 - 2985,  
[info@rainbowbridgemonessorischool.com](mailto:info@rainbowbridgemonessorischool.com)

**Redwood Montessori School**

Jesse Parish, former Director and Lead Primary Teacher, (707) 322 - 4355,  
[jesselynneparish@gmail.com](mailto:jesselynneparish@gmail.com)

**Durham Academy**

Dan Gilson, Director of Extended Day and Summer Programs, (919) 287 -  
1763, [dan.gilson@da.org](mailto:dan.gilson@da.org)

Additional references available upon request.



**Profile**

Question applies to multiple boards

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

**Public Records Statement**

**I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.**

I Agree

karenlissy@live.com

Email Address

Karen

First Name

Middle Initial

Lissy

Last Name

3709 Sweeten Creek Rd

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27514

Postal Code

Home: (919) 908-6389

Primary Phone

Home:

Alternate Phone

Question applies to multiple boards

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

4-9 years

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

**Which Boards would you like to apply for?**


---

None Selected

**Which Board is your First Choice? \***


---

Community Policing Advisory Committee

---

**How did you find out about this opportunity? (select all that apply)**


---

Advisory Board or Council member

If you chose "Other" from the advertising opportunity listed above, please specify:

---



---

**Interests & Experiences**

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

---

I have 8 yrs of experience working in social science research to improve the criminal justice system (specifically as it relates to policing/law enforcement), and another 3 years of experience (prior to that) as a law enforcement analyst at a local police department similar in size to Chapel Hill. These experiences will allow me to provide perspective on best practices in policing, as well as suggestions for innovative programs being implemented and evaluated at other police departments across the nation.

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

---

I grew up in the Triangle area, and have lived in the Town for the past 8 years. I am familiar with the community resources that are available, as well as challenges faced by the Town in providing emergency assistance to its diverse residents.

---

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

---

## Demographics

The Town Council seeks to attract persons from diverse backgrounds and believes that childcare and transportation is a potential barrier for qualified and interested applicants. See the [Childcare and Transportation Assistance pilot](#) for further details. In order to consider this application and provide some balance to the various boards, this personal information is required:

### Ethnicity \*

---

Caucasian/Non-Hispanic

### Gender \*

---

Female

If other, please describe:

---

Please select your age from the following list. \*

---

35-54

Social Science Researcher

Occupation

Are you a caregiver for or identify with a disability?

---

Yes  No

Have you participated in the Peoples Academy?

---

Yes  No

Are you a Town of Chapel Hill employee?

---

Yes  No

---

## Ethics Statement

**ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS**

---

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---

I Agree \*

Question applies to multiple boards

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---

**Profile**

Question applies to multiple boards

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

**Public Records Statement**

---

**I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.**

---

 I Agree

santos.nikkima@gmail.com

Email Address

Nikkima

First Name

M

Middle Initial

Santos

Last Name

1718B Legion Road

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27517

Postal Code

Mobile: (347) 775-6756

Primary Phone

Mobile: (347) 440-2071

Alternate Phone

Question applies to multiple boards

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

---

 Orange County-JPA (Light Green)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

---

 4-9 years

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

### Which Boards would you like to apply for?

---

None Selected

Question applies to Housing Advisory Board

### Select a Seat Category for the Housing Advisory Board \*

---

Affordable Housing Advocate

### Which Board is your First Choice? \*

---

Community Policing Advisory Committee

---

### How did you find out about this opportunity? (select all that apply)

---

Speaker at an event

If you chose "Other" from the advertising opportunity listed above, please specify:

---



---

### Interests & Experiences

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

---

I have a history of being a liaison between police and community. I have come from an area that police have misused their authority. Where my sons have endured. Yet i have had my live saved on more than one occasion by police officers. I'll bring a balanced perspective to the table i have

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

---

I come from a long line of community organizers. In every place I've ever lived I have been a voice for the voiceless sometimes providing food, clothing and shelter to those in need. In my current community I have assisted my neighbors with resources, organized a neighborhood cleanup and an accountability system.

---

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

---

## Demographics

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### Ethnicity \*

---

American Indian/Alaskan Native Aleutian

### Gender \*

---

Female

If other, please describe:

---

Please select your age from the following list. \*

---

35-54

Life Coach

---

Occupation

Are you a caregiver for or identify with a disability?

---

Yes  No

Have you participated in the Peoples Academy?

---

Yes  No

Are you a Town of Chapel Hill employee?

---

Yes  No

---

## Ethics Statement

**ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS**

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---

I Agree \*

Question applies to multiple boards

*Applications will be kept on file from July 1st to June 30th of the same fiscal year. Please reapply each fiscal year if you are still interested in serving on an Advisory Board, Commission, Committee or Task Force and have not yet been appointed.*



---

**Profile**

Question applies to multiple boards

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

**Public Records Statement**

---

**I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.**

---

 I Agree

bjtalley2@gmail.com

Email Address

William

First Name

Talley

Middle Initial

Last Name

107 Gardner Circle

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27516

Postal Code

Home: (703) 727-5043

Primary Phone

Home: (703) 727-5043

Alternate Phone

Question applies to multiple boards

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

---

 Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

---

 0-12 months

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

### Which Boards would you like to apply for?

---

None Selected

### Which Board is your First Choice? \*

---

Reimagining Community Safety Task Force

---

### How did you find out about this opportunity? (select all that apply)

---

Internet

### If you chose "Other" from the advertising opportunity listed above, please specify:

---

Question applies to Reimagining Community Safety Task Force

### If chosen to be on the Task Force, what would be the best time of day for you to meet with the group?

---

- Morning  
 Afternoon

Question applies to Reimagining Community Safety Task Force

### Would you need some level of support from the Town to enable you to participate on the Task Force? For instance, a childcare stipend or access to the internet?

---

Yes  No

Question applies to Reimagining Community Safety Task Force

### Describe the support needed from the Town to enable your participation on the Task Force.

---

Stakeholder engagement, organizational communications, crisis communications, media relations & change management

---

### Interests & Experiences

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

I am a native North Carolinian and UNC grad who recently brought my family back to the state after living in DC, Colorado, NY and Philadelphia. With a daughter starting kindergarten, we plan to make Chapel Hill our home for the long-term, and I'd like to do whatever I can to help keep the Town moving forward to create a great place to live for our family and every other person that calls Chapel Hill home.

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

I have 20 years of experience and expertise in strategic communications, stakeholder engagement, crisis communications and organizational diplomacy.

[Talley Resume 2020 Aug VP.docx](#)

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

Question applies to Reimagining Community Safety Task Force

**Please tell us why you are interested in becoming a member of this Task Force.**

I have two decades of extensive experience in communications, change management and stakeholder engagement. I'd like to apply this expertise for the Town and Task Force to help ensure optimal input from Town stakeholders during information gathering activities and that there is an effective communication plan to disseminate the Task Force's recommendation, as well as facilitate the Town's implementation of Task Force recommendations.

Question applies to Reimagining Community Safety Task Force

**Are you affiliated with any community groups or organizations that work on social justice issues or organizations working to achieve racial equality and social justice? If so, please list those organizations.**

I am a donot to the NC ACLU and Meals on Wheel of Orange County, and am hoping to get further involved with similar organizations -- it has been a bit challenging having only arrived here in January and with the pandemic limiting interactions.

---

**Demographics**

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**Ethnicity \***

Caucasian/Non-Hispanic

**Gender \***

Male

If other, please describe:

---

Please select your age from the following list. \*

---

35-54

Communications Consultancy  
Owner

---

Occupation

Are you a caregiver for or identify with a disability?

---

Yes  No

Have you participated in the Peoples Academy?

---

Yes  No

Are you a Town of Chapel Hill employee?

---

Yes  No

---

**Ethics Statement**

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---

I Agree \*

Question applies to multiple boards

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Question applies to Reimagining Community Safety Task Force

You may submit your application online, print your application and mail or bring it to the payment box near the lower entrance of Town of Chapel Hill at 405, Martin Luther King Jr. Blvd, Chapel Hill, NC 27514, or email your application to [advisoryboards@townofchapelhill.org](mailto:advisoryboards@townofchapelhill.org).

# William (B.J.) Talley

703.727.5043  
bjtalley2@gmail.com

<https://www.linkedin.com/in/b-j-talley-73b96a1/>

---

## Chief Communications Officer/VP, Communications

*18+ years' success leading & innovating communications for diverse global organizations*

---

Strategic communications professional with a depth and breadth of knowledge, experience, education, and entrepreneurial spirit coupled with a rich aptitude for corporate finance, strategy, and operations.

### Highlights of Expertise

- Communication Strategy
- Digital Stakeholder Engagement
- Corporate Communications
- Executive Coaching and Counsel
- Change Management and Crisis
- Reputation Management/Public Affairs
- Employee Communications
- Team Building and Leadership

## Career Experience

---

Gladius Communications, Chapel Hill, NC

**Founder & Principal** (October 2019 to present)

Helping communicators, marketers and business leaders build communications - and communications teams that catalyze growth, manage change, engage employees, establish functional excellence and protect what they've earned.

TE Connectivity, Philadelphia, Pennsylvania

**Global Head of Communications** (July 2016 to September 2019)

Executed marketing and communications initiatives, building brand resonance through strategic communication strategies, and enhancing the organization's reputation among all stakeholders, investors, partners, prospects, and customers.

- ◆ Spearheaded all internal and external communications in partnership with the CEO, Operating Committee & business unit leadership.
- ◆ Conceptualized strategy implementation for corporate and brand communications, contributing to \$2 billion in revenue growth for a global \$14 billion technology hardware leader.
- ◆ Built and led a world-class, global communications team to position TE Connectivity as an industry-leading, purpose-driven industrial technology leader, securing the company's first-ever positions on Fortune's lists of Most Admired Companies & Companies Changing the World.
- ◆ Led communications around major successful corporate transactions including CEO transition, launch of new purpose & strategy, divestiture of large business unit and several major acquisitions

*continued...*

American University, Washington, D.C.

**Visiting Professorial Lecturer** (July 2015 to July 2016 – one-year term)

Held the position of a full-term, visiting faculty member in the School of Communication.

- ◆ Increased student engagement in courses that taught a diverse range of applied and theoretical communications to students, focused on bridging the gap between theory and practical applications.
- ◆ Supported the design of graduate curriculum in the professional application of public relations.
- ◆ Earned positive student feedback and exceptional student evaluation scores.

Exelis Corporation (spinoff of ITT) Washington, D.C.

**Director of Corporate Communications** (November 2011 to June 2015)

Drove, implemented, and guided communications strategies, plans and activities that supported strategic objectives across a Fortune 500 aerospace and government solutions company from its spinoff until its acquisition by Harris Corporation.

- ◆ Transitional communications leader during the establishment of Exelis as an independent public company, the spinoff of the company's \$1.5B services business, and Exelis' acquisition by Harris
- ◆ Partnered with the Human Resources, Marketing, Legal and Information Technology functions to maximize employee engagement across the globe among more than 17,000 global employees

ITT Corporation, White Plains, New York

**Global PR Manager/Division Communications Lead** (August 2009 to October 2011)

Built awareness and understanding of ITT's brand and the remarkable work of the 40,000+ employees of a Fortune 500 company with \$11B annual sales. Transferred to new spinoff company, Exelis, after 2011 ITT de-merger.

- ◆ Served as the communications project manager of ITT's 2011 spinoff into three separate, publicly traded companies, establishing new communications teams, brands and agency relationships at each
- ◆ Pioneered and launched employee engagement programming, community relations initiatives, and external communications efforts for employees at 150 ITT locations on five continents.
- ◆ Led executive communication counsel, event management, and marketing communications for \$1.5B services division of ITT.

*continued...*

Maersk Line Limited, Arlington, VA

**General Manager, Marketing & Communications** (August 2006 to August 2009)

Established U.S. strategic communications & marketing program for a subsidiary of the world's largest ocean transportation company and served as the crisis lead during the 2009 Maersk Alabama piracy crisis.

Booz Allen Hamilton, Washington, DC

**Senior Strategic Communications Consultant** (March 2004 to August 2006)

Supported government and private clients through strategic communications counsel including public outreach, change management, reputation management, social media, and crisis communications.

United States Navy Military Sealift Command, Washington, DC

**Public Affairs Specialist** (May 2002 to March 2004)

Served as internal communications editor, executive communications advisor and public media spokesperson for the transportation branch of the U.S. Navy during high operational tempo preceding Operation Iraqi Freedom.

## **Education & Credentials**

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Master of Art in Communications - *George Mason University, Fairfax, Virginia*

Bachelor of Art in History and Communications - *University of North Carolina, Chapel Hill, North Carolina*

### Skills & Recognition

- PR Week, IPRA and SABRE awards for "Best Investor/Financial Communications Campaign"
- Arthur W. Page Society Member (graduate of Page UP and Future Leaders Experience)
- Graduate of World 50 "Next 50" leadership program



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**Profile**

Question applies to multiple boards

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

**Public Records Statement**

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**I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.**

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 I Agree

dthompso@email.unc.edu

Email Address

Denise

First Name

Thompson

Last Name

815 Saluda Court

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27514

Postal Code

Mobile: (919) 360-8160

Primary Phone

Home:

Alternate Phone

Question applies to multiple boards

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

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 Chapel Hill Town limits (Purple)[Please consult the town maps HERE if you are unsure.](#)**If you are a Chapel Hill Resident, How long have you lived here?**

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 Greater than 10 years

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

**Which Boards would you like to apply for?**

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None Selected

Question applies to Environmental Stewardship Advisory Board

**Select a Seat Category for the Environmental Stewardship Advisory Board \***

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Chapel Hill Resident

**Which Board is your First Choice? \***

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Board of Adjustment

**How did you find out about this opportunity? (select all that apply)**

---

Email

If you chose "Other" from the advertising opportunity listed above, please specify:

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**Interests & Experiences**

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

---

I am a longtime resident of Chapel Hill and I would like to be involved in ensuring that safety is a priority for all Chapel Hill residents and action will be taken if any issues arise as well as creating and maintaining areas which residents and visitors can seek solace and enjoyment throughout the town.

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

---

As for experience, I have customer service, administrative/office assistant as well as internet research as well as interacting and working with various ethnic groups.

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You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

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## Demographics

The Town Council seeks to attract persons from diverse backgrounds and believes that childcare and transportation is a potential barrier for qualified and interested applicants. See the [Childcare and Transportation Assistance pilot](#) for further details. In order to consider this application and provide some balance to the various boards, this personal information is required:

### Ethnicity \*

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African American

### Gender \*

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Female

If other, please describe:

---

Please select your age from the following list. \*

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35-54

Circulation Manager at UNC  
Law Library

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Occupation

Are you a caregiver for or identify with a disability?

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Yes  No

Have you participated in the Peoples Academy?

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Yes  No

Are you a Town of Chapel Hill employee?

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Yes  No

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## Ethics Statement

**ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS**

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Members of advisory boards and commissions shall not discuss, advocate, or vote on any matter in which they have a conflict of interest or an interest which reasonably might appear to be in conflict with the concept of fairness in dealing with public business. A conflict of interest or a potential conflict occurs if a member has a separate, private, or monetary interest, either direct or indirect, in any issue or transaction under consideration. In addition, members of the Historic District Commission and Board of Adjustment, when these boards are hearing cases, serve as quasi-judicial bodies. Pursuant to State Statute 106A-388(e)(2), members of these boards “shall not participate in or vote on any quasi-judicial matter in a manner that would violate affected persons’ constitutional rights to an impartial decision maker. Impermissible violations of due process include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex parte communications, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter.”

Any member who violates these Ethics Guidelines may be subject to removal from the board or commission. If the advisory board or commission member believes he/she has a conflict of interest then that member should ask the advisory board or commission to be recused from voting. The advisory board or commission should then vote on the question on whether or not to excuse the member making the request. In cases where the individual member or the advisory board or commission establishes a conflict of interest, then the advisory board or commission member shall remove themselves from the voting area. Any advisory board or commission member may seek the counsel of the Town Attorney on questions regarding the interpretation of these ethics guidelines or other conflict of interest matters. The interpretation may include a recommendation on whether or not the advisory board or commission member should excuse himself/herself from voting. The advisory board or commission member may request the Town Attorney respond in writing.

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I Agree \*

Question applies to multiple boards

*Applications will be kept on file from July 1st to June 30th of the same fiscal year. Please reapply each fiscal year if you are still interested in serving on an Advisory Board, Commission, Committee or Task Force and have not yet been appointed.*